

**SOUTH FLORIDA**  
**REGIONAL TRANSPORTATION**  
**AUTHORITY**

**GOVERNING BOARD**

**REGULAR MEETING AGENDA**  
**JANUARY 26, 2007**  
**10:00 a.m.**

South Florida Regional Transportation Authority  
Board Room  
800 NW 33<sup>rd</sup> Street  
Suite 100  
Pompano Beach, FL 33064

SFRTA BOARD MEETINGS ARE SCHEDULED ON THE FOURTH FRIDAY OF EACH MONTH AT 9:30 A.M. FOR FURTHER INFORMATION CALL (954)942-RAIL (7245). TIME OF MEETINGS SUBJECT TO CHANGE.

**SFRTA Board Members**

Commissioner Bruno Barreiro, Chair  
James A. Cummings  
Mayor Josephus Eggelletion, Vice-Chair

Marie Horenburger  
Neisen Kasdin  
Commissioner Jeff Koons

John Martinez  
George Morgan, Jr.  
Bill T. Smith

**Executive Director**

Joseph Giulietti

**GOVERNING BOARD REGULAR MEETING**  
**OF JANUARY 26, 2007**

The meeting will convene at 10:00 a.m., and will be held in the Board Room of the South Florida Regional Transportation Authority, Administrative Offices, 800 NW 33<sup>rd</sup> Street, Suite 100, Pompano Beach, Florida 33064.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL** – Additions, Deletions, Revisions

**DISCUSSION ITEMS**

**MATTERS BY THE PUBLIC** – Persons wishing to address the Board are requested to complete an “Appearance Card” and will be limited to three (3) minutes. Please see the Minutes Clerk prior to the meeting.

<b>CONSENT AGENDA</b>
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Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion in the form listed below. If discussion is desired by any Board Member, however, that item may be removed from the Consent Agenda and considered separately.
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**C1. MOTION TO APPROVE:** Minutes of Governing Board’s Regular Meeting of December 8, 2006.

<b>REGULAR AGENDA</b>
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Those matters included under the Regular Agenda differ from the Consent Agenda in that items will be voted on individually. In addition, presentations will be made on each motion, if so desired.
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**R1. MOTION TO APPROVE:** The following business travel for the Governing Board and/or the Executive Director for calendar year 2007:

APTA Conferences:	Meeting with Insurance Underwriters (May) – Location TBD Transit CEO’s Seminar (January) Legislative Conference (March) Commuter Rail/Rail Transit Conference (June) Annual Meeting (October)
FPTA:	Florida Public Transportation Association’s Annual Conference (November)

Department: Executive  
Project Manager: N/A

Department Director: Joseph Giulietti  
Procurement Director: N/A

**R2. MOTION TO APPROVE:** The Revised Fare and Service Change Policy of the South Florida Regional Transportation Authority.

Department: Administration  
Project Manager: Marie Jarman

Department Director: Diane Hernandez Del Calvo  
Procurement Director: Chris Bross

**R3. MOTION TO APPROVE:** Multi-Year Joint Participation Agreement (JPA) Notification of Funding, FM #417983-1-84-01 Contract No. AOC41 between the South Florida Regional Transportation Authority (SFRTA) and the Florida Department of Transportation (FDOT) District IV Office for State Transit Block Grant funds to offset the operating cost of providing feeder bus services, in the amount of \$487,918.

Department: Planning & Capital Development  
Project Manager: Marie Suzie Papillon

Department Director: Jack Stephens  
Procurement Director: Chris Bross

**R4. MOTION TO APPROVE:** Grant Agreement between the South Florida Regional Transportation Authority (SFRTA) and the State of Florida Department of Community Affairs (DCA) Division of Emergency Management for financial assistance for the Transit Security Grant Program (TSGP) in the amount of \$342,944.

Department: Planning & Capital Development  
Project Manager: Bradley Barkman

Department Director: Jack Stephens  
Contracts Director: Chris Bross

**R5. REQUESTED ACTION:**

(A) **MOTION TO APPROVE:** Request for Proposal (RFP) No. 07-723 for Auditing Services to conduct South Florida Regional Transportation Authority's (SFRTA's) fiscal year end audits.

(B) **MOTION TO APPROVE:** Selection and Evaluation committee for the analysis and scoring of proposals for auditing services. The members include SFRTA's staff as follows: Edward T. Woods Jr., CPA – Director of Finance and Administration; Laura Thezine, CPA – Accounting Manager; Elizabeth Walter – Budget and Grants Manager; and Joseph Khouzami - Accountant. The results of this selection process will be presented to SFRTA's Governing Board.

Department: Finance & Information Technology  
Project Manager: Laura Thezine

Department Director: Edward Woods  
Procurement Director: Chris Bross

**R6. MOTION TO APPROVE:** The second of two (2), one (1) year renewal options to Agreement No. 05-721 between the South Florida Regional Transportation Authority (SFRTA) and ACS Transport Solutions, Inc. (formerly Ascom Automation, Inc.) in the amount of \$153,720, for TVM software maintenance and support services.

Department: Finance & Information Technology  
Project Manager: Michael H. Kanefsky

Department Director: Edward Woods  
Procurement Director: Chris Bross

**R7. MOTION TO APPROVE:** Agreement No. 06-621, between the South Florida Regional Transportation Authority (SFRTA) and C2 Group, LLC, for Federal Legislative Consultant Services, for a period of two (2) years in the firm fixed amount of \$120,000 per year with three (3) one (1) year options, in the firm fixed amount of \$120,000 for option year one (1) and \$144,000 per year for option years two (2) and three (3).

Department: Planning & Capital Development  
Project Manager: Cheryl Clark Naft

Department Director: Jack Stephens  
Procurement Director: Chris Bross

**R8. MOTION TO APPROVE:** Modification to Purchase Order No. 05-000380 between South Florida Regional Transportation Authority (SFRTA) and Holland & Knight, LLP for Special Legal Services related to the Boca Raton Phase II Joint Development Project in the not-to exceed amount of \$16,818.36.

Department: Planning & Capital Development  
Project Manager: Loraine Kelly-Cargill

Department Director: Jack Stephens  
Procurement Director: Chris Bross

**R9. MOTION TO APPROVE:** Implementation Plan for Tri-Rail Boca Raton Station Phase II Joint Development Project.

Department: Planning & Capital Development  
Project Manager: Loraine Kelly-Cargill

Department Director: Jack Stephens  
Procurement Director: Chris Bross

**R10. MOTION TO APPROVE:** Agreement No. 06-101, between the South Florida Regional Transportation Authority (SFRTA) and National Railroad Passenger Corporation (AMTRAK) for Transition, Dispatching, Train Control and Yard Services for the South Florida Rail Corridor for a period of five years with five one-year option periods, in the maximum not-to-exceed amount of \$15,809,293.00 for the initial five year term.

Department: Operations  
Project Manager: Bradley Barkman

Department Director: Bradley Barkman  
Procurement Director: Chris Bross

**R11. MOTION TO APPROVE:** Supplemental Joint Participation Agreement (JPA) No.1, between the South Florida Regional Transportation Authority and the Florida Department of Transportation (FDOT), for additional funding for Transition, Dispatching, Train Control and Yard Services associated with the New River Bridge Carve Out for the remainder of the current fiscal year, increasing the amount of the existing JPA by \$86,000.00, for a revised total JPA amount of \$1,386,000.

Department: Operations  
Project Manager: Bradley Barkman

Department Director: Bradley Barkman  
Procurement Director: Chris Bross



**R12. MOTION TO APPROVE** Agreement No. 06-112, between the South Florida Regional Transportation Authority and Veolia Transportation Services, Inc., for the Operations of SFRTA's Commuter Rail System, for a period of seven (7) years, in the not-to-exceed amount of \$64,154,026 (which includes a combined maximum incentive and estimated additional services amount of \$250,000.00 per year), with a one (1) three (3) year option period in the not-to-exceed amount of \$33,001,791.

Department: Operations  
Project Manager: Edward Byers

Department Director: Bradley Barkman  
Procurement Director: Christopher Bross

<b>COMMITTEE REPORTS / MINUTES</b>
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Action not required, provided for information purposes only. If discussion is desired by any Board Member, however, that item may be considered separately.
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- A. [PROPERTY COMMITTEE](#)
- B. [CONSTRUCTION OVERSIGHT COMMITTEE](#)
- C. [PLANNING TECHNICAL ADVISORY COMMITTEE](#)
- D. [MARKETING COMMITTEE](#)
- E. OPERATIONS TECHNICAL COMMITTEE
- F. [CITIZENS ADVISORY COMMITTEE](#)
- G. AUDIT COMMITTEE
- H. LEGISLATIVE COMMITTEE
- I. [ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES](#)

<b>INFORMATION / PRESENTATION ITEMS</b>
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Action not required, provided for information purposes only. If discussion is desired by any Board Member, however, that item may be considered separately.
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I-1 [– INFORMATION](#) – Tri-Rail Golden Station ADA Assessment Report

<b>MONTHLY REPORTS</b>
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Action not required, provided for information purposes only. If discussion is desired by any Board Member, however, that item may be considered separately.
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- A. [ENGINEERING & CONSTRUCTION MONTHLY PROGRESS REPORTS](#) – November and December
- B. [RIDERSHIP GRAPHS](#) – November and December
- C. [ON-TIME PERFORMANCE GRAPHS](#) – November and December
- D. [MARKETING MONTHLY SUMMARY](#) – November and December
- E. [BUDGETED INCOME STATEMENT](#) – November and December

- F. [PAYMENTS OVER \\$2,500.00 – November and December](#)
- G. [REVENUE AND FARE EVASION REPORTS – November and December](#)
- H. [SOLICITATION SCHEDULE – November and December](#)
- I. [CONTRACT ACTIONS EXECUTED UNDER THE EXECUTIVE DIRECTOR'S AUTHORITY - November and December](#)
- J. [CONTRACT ACTIONS EXECUTED UNDER THE CONSTRUCTION OVERSIGHT COMMITTEE – November and December](#)

#### OTHER BUSINESS

#### EXECUTIVE DIRECTOR REPORTS/COMMENTS

#### LEGAL COUNSEL COMMENTS

#### CHAIR COMMENTS

#### BOARD MEMBER COMMENTS

#### ADJOURNMENT

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, must at least 48 hours prior to the meeting, provide a written request directed to the Executive Office at 800 NW 33<sup>rd</sup> Street, Suite 100, Pompano Beach, Florida, or telephone (954) 942-RAIL (7245) for assistance; if hearing impaired, telephone (800) 273-7545 (TTY) for assistance.

Any person who decides to appeal any decision made by the Governing Board of the South Florida Regional Transportation Authority with respect to any matter considered at this meeting or hearing, will need a record of the proceedings, and that, for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Persons wishing to address the Board are requested to complete an “Appearance Card” and will be limited to three (3) minutes. Please see the Minutes Clerk prior to the meeting.

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**GOVERNING BOARD REGULAR MEETING**  
**OF DECEMBER 8, 2006**

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The regular Meeting of the South Florida Regional Transportation Authority Governing Board was held at 9:30 a.m. on Friday, December 8, 2006 in the South Florida Regional Transportation Authority Board Room, 800 Northwest 33<sup>rd</sup> Street, Suite 100, Pompano Beach, Florida 33064.

**BOARD MEMBERS PRESENT:**

Bruno Barreiro, Chair - Miami-Dade County Commissioner  
 James A. Cummings, Citizen Representative, Broward County  
 Mayor Josephus Eggelletion, Jr., Broward County Commissioner  
 Marie Horenburger, Citizen Representative, Palm Beach County  
 John Martinez, District Secretary, Florida Department of Transportation  
 Bill T. Smith, Governor's Appointee

**BOARD MEMBERS ABSENT:**

Neisen Kasdin, Citizens Representative, Miami-Dade County  
 Jeff Koons, Palm Beach County Commissioner  
 George Morgan, Governor's Appointee

**ALSO PRESENT:**

Joseph Giulietti, Executive Director, SFRTA  
 Jack Stephens, Deputy Executive Director, SFRTA  
 Bonnie Arnold, Director of Marketing, SFRTA  
 Brad Barkman, Director of Operations, SFRTA  
 Chris Bross, Director of Procurement, SFRTA  
 Mary Jane Lear, Director of Human Resources, SFRTA  
 Renee Matthews, Special Projects Manager, SFRTA  
 Dan Mazza, Director of Engineering and Construction, SFRTA  
 Edward Woods, Director of Finance & IT, SFRTA  
 Jeffrey Olson, Staff Counsel, SFRTA  
 Teresa Moore, General Counsel, SFRTA  
 Diane Hernandez Del Calvo, Director of Administration/EEO, SFRTA  
 Sandra Thompson, Executive Administrative Coordinator, SFRTA

**CALL TO ORDER**

The Chair called the meeting to order at 9:40 a.m.

**ROLL CALL**

Quorum established.

**PLEDGE OF ALLEGIANCE**

**AGENDA APPROVAL** – Additions, Deletions, Revisions

Mr. Giulietti requested the following revisions to the agenda:

Addition:

Agenda Item R10 - **MOTION TO ELECT:** SFRTA Vice-Chair for Fiscal Year 2006-2007.

Deletions:

Agenda Item R4 – **MOTION TO APPROVE:** Grant Agreement between the South Florida Regional Transportation Authority (SFRTA) and the State of Florida Department of Community Affairs (DCA) Division of Emergency Management for financial assistance for Transit Security Grant Program (TSGP) in the amount of \$342,944.

Information Item I-1 – South Florida Vanpool Program Transition Update.

Mr. Giulietti welcomed Mayor Josephus Eggelletion to the SFRTA Governing Board.

**Board Member Bill Smith moved to approve the agenda as amended. The motion was seconded by Board Member Marie Horenburger.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**MATTERS BY THE PUBLIC**

The Chair presented a Proclamation of Appreciation to the family of the late William B. Keith. The Chair designated Friday, December 8, 2006 as “William B. Keith Remembrance Day.”

## CONSENT AGENDA

Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion in the form listed below. If discussion is desired by any Board Member, however, that item may be removed from the Consent Agenda and considered separately.

**C1. MOTION TO APPROVE:** Minutes of Governing Board Regular Meeting of October 27, 2006.

**Board Member Bill Smith moved for approval of the Consent Agenda. The motion was seconded by Board Member Marie Horenburger.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

## REGULAR AGENDA

Those matters included under the Regular Agenda differ from the Consent Agenda in that items will be voted on individually. In addition, presentations will be made on each motion, if so desired.

**R1. MOTION TO APPROVE:** Second Amendment to Agreement No. 03-193, between the South Florida Regional Transportation Authority (SFRTA) and Limousines of South Florida, Inc. / Sovereign Coach and Tours, to increase the compensation amount of \$ 7,183,344 to the new maximum not-to-exceed amount of \$ 7,542,964.

**Board Member Marie Horenburger moved for approval. The motion was seconded by Board Member Jim Cummings.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**R2. MOTION TO APPROVE:** Agreement No. 06-117, between the South Florida Regional Transportation Authority (SFRTA) and CSX Transportation, Inc. (CSX) for General Flagging Services.

**Board Member Jim Cummings moved for approval. The motion was seconded by Board Member Marie Horenburger.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**R3. MOTION TO APPROVE:** Additional voting members to the Operations Technical Committee (OTC) from the South Florida region to include Trolley Operators of various municipalities that connect with transit systems currently represented on the Committee.

**Board Member Bill Smith moved for approval. The motion was seconded by Board Member Marie Horenburger.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**R4. DELETED**

**R5. MOTION TO APPROVE:** Fourth Amendment to Agreement No. 01-611 between South Florida Regional Transportation Authority (SFRTA) and the C<sup>2</sup> Group, LLC for federal legislative consultant services, to extend contract term through January 31, 2007, in the firm fixed price amount of \$8,167 per month.

**Board Member Jim Cummings moved for approval. The motion was seconded by Board Member Marie Horenburger.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**R6. MOTION TO APPROVE:**

Endorsement of the following Tier I recommendations compiled as part of the South Florida East Coast Corridor (SFECC) Study:

1. Divide the corridor into the South, Center, North and Full-Corridor study sections for detailed Tier II alternatives analyses and conceptual engineering study.
2. Acceptance of the recommended, appropriate technology set for each of the four recommended Tier II study sections.
3. Acceptance of the recommended, appropriate alignment set for each of the four recommended Tier II study sections.

**Board Member Marie Horenburger moved for approval. The motion was seconded by Board Member Bill Smith.**

Board Member Bill Smith inquired as to the Tier I and Tier II sections.

Mr. Giuliatti responded that Scott Seeburger of Florida Department of Transportation (FDOT) presented the studies to the Board and at that time, the Board consented to the division of the studies. FDOT is now ready to coordinate the studies into a regional study. The Florida East Coast Railroad (FEC) has preferred these studies to be regional. FDOT is acting on behalf of the SFRTA Board to go forward and is requesting the Boards concurrence.

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**R7. MOTION TO APPROVE:** Supplement One, in the amount of \$75,233.29, to the Lump Sum Locally Funded Agreement between the State of Florida Department of Transportation (FDOT) and the South Florida Regional Transportation Authority (SFRTA), dated November 8, 2004, for Consumer Information Network Operations and Customer Care Costs (the "Agreement").

**Board Member Marie Horenburger moved for approval. The motion was seconded by Board Member Jim Cummings.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**R8. MOTION TO APPROVE:** Modification of the New River Bridge Purchase Order No. 18550 ("NRB PO") between South Florida Regional Transportation Authority and Greenberg Traurig, P.A. ("GT") for additional services under Agreement No. 02-710, to increase the PO amount by \$20,000 (as outlined herein).

**Board Member Jim Cummings moved for approval. The motion was seconded by Board Member Bill Smith.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

**R9. MOTION TO APPROVE:**

- A. South Florida Regional Transportation Authority's (SFRTA) State Legislative Plan for Fiscal Year 2007-08 and direct staff to work with the appropriate agencies and elected local and state representatives to implement the recommended initiatives.
- B. Delegate authority to the Chair of the Governing Board and/or the Chair of the Legislative Committee to make changes to the FY 2007-08 State Legislative Plan during the legislative session and to report any changes to the Board at each regularly-scheduled Board meeting.

**Board Member Mayor Josephus Eggelton moved for approval of motion "A" and "B" as amended at the Legislative Committee. The motion was seconded by Board Member Bill Smith.**

**The Amendment to the Legislative Plan is that each county shall continue to annually fund the operations of the South Florida Regional Transportation Authority in an amount not less than \$4.3 million. Revenue raised pursuant to this subsection shall also be considered a dedicated funding source.**

**Ms. Teresa Moore clarified that motion "B" would be the Chair of the Governing Board would have the authority to make changes to the Legislative Plan. The Chair of the Legislative Committee would be the alternate in making changes, if the Governing Board Chair was not available.**

Board Member Bill Smith stated, for the record, that the Committee did vote unanimously to recommend this to the Board for approval.

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously as amended.**

**R10. MOTION TO ELECT: SFRTA Vice-Chair for Fiscal Year 2006-07.**



**Board Member Marie Horenburger moved to elect Mayor Josephus Eggelton as Vice-Chair to serve until the next elections for approval. The motion was seconded by Board Member Bill Smith.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion carried unanimously.**

The Chair stated appreciation and gratitude to the former Chair for his leadership and accomplishments.

<b>COMMITTEE REPORTS / MINUTES</b>
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Action not required, provided for information purposes only. If discussion is desired by any Board Member, however, that item may be considered separately.
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- A. PROPERTY COMMITTEE
- B. CONSTRUCTION OVERSIGHT COMMITTEE
- C. PLANNING TECHNICAL ADVISORY COMMITTEE
- D. MARKETING COMMITTEE
- E. OPERATIONS TECHNICAL COMMITTEE
- F. CITIZENS ADVISORY COMMITTEE
- G. AUDIT COMMITTEE
- H. LEGISLATIVE COMMITTEE
- I. ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES

## MONTHLY REPORTS

Action not required, provided for information purposes only. If discussion is desired by any Board Member, however, that item may be considered separately.

A. ENGINEERING & CONSTRUCTION MONTHLY PROGRESS REPORTS – October

B. RIDERSHIP GRAPHS – October

Mr. Giulietti noted that during the month of October, the average weekday ridership has increased 31% and the average weekend ridership has increased 18.9%. The month of November is tracking an increase of 66%.

C. ON-TIME PERFORMANCE GRAPHS – October

D. MARKETING MONTHLY SUMMARY – October

E. BUDGETED INCOME STATEMENT – October

F. PAYMENTS OVER \$2,500.00 – October

G. REVENUE AND FARE EVASION REPORTS – October

H. SOLICITATION SCHEDULE – October

I. CONTRACT ACTIONS EXECUTED UNDER THE EXECUTIVE DIRECTOR'S AUTHORITY October

J. CONTRACT ACTIONS EXECUTED UNDER THE CONSTRUCTION OVERSIGHT COMMITTEE – October

### OTHER BUSINESS

### EXECUTIVE DIRECTOR REPORTS/COMMENTS

Mr. Giulietti stated that in the New Times Magazine, a Letter to the Editor stated that due to the increase in service levels of the trains, the writer was able to begin commuting on the trains and had saved \$13,000 in the course of a year and is able to put that money towards a down payment on a home. This is in support of the Governing Board's position on making transportation affordable to the public. SFRTA is experiencing ridership growth in unprecedented numbers.

Mr. Giulietti informed that FDOT has agreed with CSXT to bring the railroad to a state of good repair. There was considerable work that was deferred during the double tracking construction. There will be a 10 day period of schedule adjustments while this repair work is in process.

Mr. Brad Barkman, Director of Operations, SFRTA clarified that the repair work will involve 100,000 ties from Dyer which is the beginning of FDOT ownership of the corridor. There are 88,000 ties that are affected beginning in the Mangonia Station section through Miami. The work will replace the ties on the original mainline track. The time period will be 8 days on and 6 days off, to be covered during the weekends and mainly at night, beginning the ninth of January and possibly extending through the 15<sup>th</sup> of February 2007.

Board Member Cummings inquired as to the timetable on Phase B.

Mr. Giulietti stated that negotiations are still continuing and that he is optimistic.

### **CHAIR COMMENTS**

The Chair wished everyone a Happy Holiday.

### **LEGAL COUNSEL COMMENTS**

### **BOARD MEMBER COMMENTS**

Board Member Marie Horenburger congratulated the Chair and welcomed Mayor Eggelletion to the SFRTA Board and wished all a Happy Holiday.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:07 a.m.

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

BUSINESS TRAVEL

REQUESTED ACTION:

MOTION TO APPROVE: The following business travel for the Governing Board and/or the Executive Director for calendar year 2007:

APTA Conferences:	Meeting with Insurance Underwriters (May) – Location TBD
	Transit CEO's Seminar (January)
	Legislative Conference (March)
	Commuter Rail/Rail Transit Conference (June)
	Annual Meeting (October)
FPTA:	Florida Public Transportation Association's Annual Conference (November)

SUMMARY EXPLANATION AND BACKGROUND:

This travel will provide an opportunity for public transportation board members and management to attend educational seminars and workshops, as well as meet with similar personnel from other organizations to share information, discuss common concerns, and keep abreast of the latest developments in transportation.

Department: Executive  
Project Manager: N/A

Department Director: Joseph Giulietti  
Procurement Director: N/A

FISCAL IMPACT: Funding for these travel expenses will be available in the FY 2006-07 Operating Budget Travel Line Item.

EXHIBITS ATTACHED: None

BUSINESS TRAVEL

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Recommended by: \_\_\_\_\_  
Department Director Date

Approved by:  1/17/07  
Procurement Director Date

Authorized by:  1/17/07  
Executive Director Date

Approved as to Form by: \_\_\_\_\_  
General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggelleton, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenbuger \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

George Morgan \_\_\_\_\_ Yes \_\_\_\_\_ No

Tracking No. \_\_\_\_\_  
 Page two

AGENDA ITEM NO.

BUSINESS TRAVEL

Recommended by: \_\_\_\_\_  
 Department Director Date

Approved by: \_\_\_\_\_  
 Procurement Director Date

Authorized by: \_\_\_\_\_  
 Executive Director Date

Approved as to Form by:  1/16/07  
 General Counsel Date

Board Action:

Approved: \_\_\_\_ Yes \_\_\_\_ No

Vote: \_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro	____ Yes ____ No
Nelsen Kasdin	____ Yes ____ No
Commissioner Jeff Koons	____ Yes ____ No
Bill T. Smith	____ Yes ____ No
Mayor Josephus Eggelleon, Jr.	____ Yes ____ No

James A. Cummings	____ Yes ____ No
Marc Horenbuger	____ Yes ____ No
John Martinez	____ Yes ____ No
George Morgan	____ Yes ____ No

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
REVISED FARE AND SERVICE CHANGE POLICY

REQUESTED ACTION:

MOTION TO APPROVE: The Revised Fare and Service Change Policy of the South Florida Regional Transportation Authority.

SUMMARY EXPLANATION AND BACKGROUND:

At the February 26, 2001 Governing Board meeting, the Board approved the South Florida Regional Transportation Authority's (SFRTA) Fare and Service Change Policy. The policy was developed based on the Federal Transit Administration (FTA) requirement that grantees have a written policy that provides the public with the opportunity to comment prior to a transit service or fare change.

SFRTA is now revising its policy to more accurately reflect the changing needs of the Authority while still complying with FTA guidelines outlined in 49 USC Chapter 53, Section 5307 (d)(1)(I), and requests the Board approve the revised Policy.

Department: Administration  
Project Manager: Marie Jarman

Department Director: Diane Hernandez Del Calvo  
Procurement Director: Chris Bross

FISCAL IMPACT: N/A

EXHIBITS ATTACHED: Exhibit 1- Revised Fare and Service Change Policy

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
REVISED FARE AND SERVICE CHANGE POLICY

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Recommended by: [Signature] 1/17/07 Approved by: [Signature] 1/17/07  
Department Director Date Contracts Director Date

Authorized by: [Signature] 1/17/07 Approved as to Form by: \_\_\_\_\_  
Executive Director Date General Counsel Date

Board Action:

Approved: \_\_\_\_ Yes \_\_\_\_ No

Vote: \_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro	____ Yes ____ No	Commissioner Jeff Koons	____ Yes ____ No
James A .Cummings	____ Yes ____ No	John Martinez	____ Yes ____ No
Mayor Josephus Eggelletion	____ Yes ____ No	George A. Morgan, Jr.	____ Yes ____ No
Marie Horenburger	____ Yes ____ No	Bill T. Smith	____ Yes ____ No
Neisen Kasdin	____ Yes ____ No		



Tracking No. \_\_\_\_\_  
Page 2

AGENDA ITEM NO.

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**REVISED FARE AND SERVICE CHANGE POLICY**

Recommended by \_\_\_\_\_ Approved by: \_\_\_\_\_  
 Department Director Date Contracts Director Date

Authorized by: \_\_\_\_\_ Approved as to Form by: \_\_\_\_\_  
Executive Director Date General Counsel Date

**Board Action:**

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote:            Unanimous

**Amended Motion:**

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No      Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No      John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Josephus Eggellenou \_\_\_\_\_ Yes \_\_\_\_\_ No      George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Mane Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No      Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kardin \_\_\_\_\_ Yes \_\_\_\_\_ No

# **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY (SFRTA) FARE AND SERVICE CHANGE POLICY**

## **Reference**

**49 USC Chapter 53, Section 5307 (d)(1)(I)**

**Section 343.54, Florida Statutes**

## **Introduction**

Consistent with 49 USC Chapter 53, Section 5307(d)(1)(I) and the implementing criteria outlined in the Federal Transit Administration regulations, As part of its Urbanized Area Formula Program, the Federal Transit Administration (FTA) requires federal grant recipients must have a locally developed a process to solicit and consider public comments prior to taking the following actions:

- a.) Increasing fares
- b.) Implementing a major service reduction

~~on increases in the basic fare structure and on major service changes. This policy provides an opportunity for public input for any changes in SFRTA's fares or changes in the train schedule when headways are adjusted by more than 12 minutes, when a train(s) is discontinued for more than a three month time period, or upon the discretion of the SFRTA Executive Director. For the purpose of this policy, a "major" service reduction occurs when headways are increased by more than one (1) hour, a train or feeder bus under SFRTA's direct control is being discontinued for more than a six (6) month period or in its entirety or due to budget or financial constraints. While assuring that SFRTA's service is provided on a non-discriminatory basis consistent with FTA guidelines, this policy specifies how a public hearing(s) will be conducted and how comments received in such hearing(s) and any other public comments received will be considered in the process of changing increasing fares and/or approving major service reductions.~~

## **Procedure**

At least thirty (30) 90 days before implementing a major service reduction and/or fare increase change, a public hearing will be held before SFRTA's Governing Board, at which time members of the public shall be permitted to comment on the proposed major service reduction and/or fare increase. Immediately following the public hearing, the Board may consider any changes to the proposed major service reduction and/or fare increase prior to taking formal action. In addition to considering any public comments received, the Board will consider the following additional information:

- The type of change proposed by SFRTA;
- The effect that the proposed changes will have on communities and minority transit users;
- The methods that will be used to inform communities of the proposed changes;
- The efforts made to encourage community participation in the planning and decision-making process for the change and
- The extent bilingual persons and/or materials will be used to assist non-English speaking persons in understanding the proposed fare or service changes and their impacts.

~~The proposed change will be discussed and voted on at the following Board of Directors' Meeting.~~

### **Notice**

~~Notice of a Public Hearing that will occur immediately prior to the Board Meeting where the proposed fare or service change is to be considered. At least one~~ The notice of intent to hold a public hearing will be published no less than ~~30~~ seven (7) calendar days prior to the date of the scheduled hearing in at least one (1) newspaper of general circulation throughout some or all of the Authority's service area and the Florida Administrative Weekly (if subject to Chapter 120, F.S.). in each of the three counties of the SFRTA service area. The notice shall ~~will~~ contain, at a minimum, the following information:

- Description of proposed fare increase and/or major service reduction;
- Date, time and location of meeting;
- Name and address to whom written comments may be sent; and
- Criteria for requesting available accommodations and alternative formats.

### **Posting**

A copy of the notice with equivalent information about the proposed fare increase and/or major service reduction will be posted at locations readily accessible to the public for a period no less than seven (7) calendar days prior to the scheduled public hearing. Acceptable posting sites include SFRTA facilities, including offices, train stations and the Authority's website.

### **Exclusion**

Service reductions that will not require a prior public hearing include the following:

- a.) Temporary change not to exceed six (6) months

Temporary service reductions include reductions necessitated by construction/repairs, interruptions due to hurricane or other natural disasters, etc. The Executive Director, or his/her designee, may authorize service reductions on a temporary basis, without prior public hearing. Such temporary service reductions shall be given the widest possible advance notice through the use of flyers, handout, or other materials and shall include a

telephone number to inquire further about the change or through which individual patrons may seek alternate format information.

~~The Action Item at the Board of Directors' Meeting where this proposed change will be addressed will include a summary of the comments received during the public participation process. Before the commencement of the Meeting, a Public Hearing will take place, allowing remarks from attendees, followed by the Board Meeting where action will be taken on the proposed change.~~

- b.) A change in headways of less than one (1) hour.

Fare increases that will not require a prior public hearing include the following:

- a.) Special fares

A special fare is any increase or decrease in fares associated with any special event as described in Section 3.11 of the Authority's Tariff. Policy or any special circumstance as described in Section 3.5.4 of the Tariff Policy.

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

☐ Consent    ☒ Regular    ☐ Public Hearing

MULTI-YEAR JOINT PARTICIPATION AGREEMENT NOTIFICATION OF FUNDING  
FM # 417983-1-84-01 CONTRACT #AOC41 WITH THE FLORIDA DEPARTMENT OF  
TRANSPORTATION FOR STATE TRANSIT BLOCK GRANT FUNDS

REQUESTED ACTION:

MOTION TO APPROVE: Multi-Year Joint Participation Agreement (JPA) Notification of Funding, FM #417983-1-84-01 Contract No. AOC41 between the South Florida Regional Transportation Authority (SFRTA) and the Florida Department of Transportation (FDOT) District IV Office for State Transit Block Grant funds to offset the operating cost of providing feeder bus services, in the amount of \$487,918.

SUMMARY EXPLANATION AND BACKGROUND:

At the May 27, 2005 SFRTA Governing Board Meeting, the Board approved SFRTA's first Transit Development Plan (TDP), and at the August 25, 2006 the Governing Board approved the TDP FY 2006-2011 Minor Update. The TDP is required by FDOT for a transit agency to be eligible for State Transit Block Grant funds. Board adoption and FDOT's review and approval of the TDP ensured that SFRTA could secure a minimum of \$487,918 in State Transit Block Grant funds for its Feeder Bus services for FY 2006-07. The funds will be matched by SFRTA for a total of \$975,836.

Florida law requires that all Public Transit Block Grants received by a transit agency be utilized by the agency for its own bus and bus-related services and/or facilities. A list of all of SFRTA's identified Tri-Rail Feeder Bus and bus-related facility needs are delineated in SFRTA's 2006-10 TDP Executive Summary. Those recommended Feeder Bus routes are in addition to the fixed route improvements that are included in the respective counties TDPs to support the 20-minute service beginning in March 2006. SFRTA can utilize its Public Transit Block Grants towards any of the listed projects, some of which were scheduled for implementation during FY 2005-06 to meet the completion of SFRTA's Double Tracking Corridor Improvement Program.

(Continued on Page 2)

Department: Planning & Capital Development  
Project Manager: Marie Suzie Papillon

Department Director: Jack Stephens  
Procurement Director: Chris Bross

FISCAL IMPACT: The Transit Block Grant funds are currently available and will increase the SFRTA's Fiscal Year 2006-07 Operating Budget by \$975,836.

EXHIBITS ATTACHED: Exhibit 1 – Multi-Year JPA Notification of Funding

MULTI-YEAR JOINT PARTICIPATION AGREEMENT NOTIFICATION OF FUNDING  
FM # 417983-1-84-01 CONTRACT #AOC41 WITH THE FLORIDA DEPARTMENT OF  
TRANSPORTATION FOR STATE TRANSIT BLOCK GRANT FUNDS

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SUMMARY EXPLANATION AND BACKGROUND: (Continued)

Staff is requesting Board approval of the Multi-Year Joint Participation Agreement Notification of Funding (Exhibit 1) between the SFRTA and FDOT District IV Office to secure the \$487,918.00 in State Transit Block Grant funds to offset the operating cost of providing feeder bus services for FY 2006-07.

MULTI-YEAR JOINT PARTICIPATION AGREEMENT NOTIFICATION OF FUNDING  
FM # 417983-1-84-01 CONTRACT #AOC41 WITH THE FLORIDA DEPARTMENT OF  
TRANSPORTATION FOR STATE TRANSIT BLOCK GRANT FUNDS

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Recommended by: Jack Stephens 1/17/07 Approved by: CL3 1/17/07  
Department Director Date Procurement Director Date

Authorized by: Joseph S. Smith 1/17/07 Approved as to Form by: \_\_\_\_\_  
Executive Director Date General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggelletion \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Tracking No. \_\_\_\_\_  
 Page 3

AGENDA ITEM NO.

MULTI-YEAR JOINT PARTICIPATION AGREEMENT NOTIFICATION OF FUNDING  
FM # 417983-1-84-01 CONTRACT #AOC41 WITH THE FLORIDA DEPARTMENT OF  
TRANSPORTATION FOR STATE TRANSIT BLOCK GRANT FUNDS

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Recommended by: \_\_\_\_\_  
 Department Director Date

Approved by: \_\_\_\_\_  
 Procurement Director Date

Authorized by: \_\_\_\_\_  
 Executive Director Date

Approved as to Form by:  4/16/07  
 General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggellenon \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Mane Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Nelson Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No



**MULTI-YEAR JOINT PARTICIPATION AGREEMENT  
NOTIFICATION OF FUNDING**

In accordance with the terms of the Joint Participation Agreement between

South Florida Regional Transportation Authority  
(Agency)

800 NW 33<sup>rd</sup> Street, Suite 100, Pompano Beach, FL 33064  
(Address)

and the Department, Block Grant Funding  
(project type)

identified by project number Contract# AOC41 & FM# 417983-1-84-01 (FY' 06/07)  
(Contract # & FM #)

the Department has encumbered \$487,918.00  
(\$ amount)

Upon signature by your agency and receipt of this form by the Department, eligible project costs maybe incurred beginning on the first day of your fiscal year noted above.

**DEPARTMENT REPRESENTATIVE**

**AGENCY REPRESENTATIVE**

Larry Merritt, Multimodal Programs Mgr  
Name Typed or Printed

\_\_\_\_\_  
Name Typed or Printed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

FISCAL YEAR 2006 TRANSIT SECURITY GRANT PROGRAM

REQUESTED ACTION:

MOTION TO APPROVE: Grant Agreement between the South Florida Regional Transportation Authority (SFRTA) and the State of Florida Department of Community Affairs (DCA) Division of Emergency Management for financial assistance for the Transit Security Grant Program (TSGP) in the amount of \$342,944.

SUMMARY EXPLANATION AND BACKGROUND:

On September 24, 2004, the SFRTA Governing Board approved the Grant Agreement between the SFRTA and the DCA for the Fiscal Year 2004 Urban Areas Security Initiatives (UASI) program in the amount of \$795,280; and on March 24, 2006, the SFRTA Governing Board approved the Grant Agreement between the SFRTA and the DCA for the Fiscal Year 2005 Transit Security Grant Program (TSGP) for \$732,232.

The Department of Homeland Security (DHS) Infrastructure Protection Program (IPP) is an important component of the Administration's larger coordinated effort to strengthen the security of America's critical infrastructure. DHS is awarding nearly \$400 million through the fiscal year (FY) 2006 IPP, which incorporates seven programs that support major critical infrastructure sectors. The seven DHS IPP programs include the FY 2006 TSGP. On July 6, 2006, DHS announced the availability of the FY 2006 TSGP, which contains funds for rail transit systems, including commuter, light rail and heavy rail, as well as funding for intra-city bus and ferry systems. The mission of the FY 2006 TSGP is to create a sustainable, risk-based effort for the protection of critical transit infrastructure from terrorism, especially explosives and non-conventional threats that would cause major disruption to commerce and significant loss of life.

(Continued on page 2)

Department: Planning & Capital Development  
Project Manager: Bradley Barkman

Department Director: Jack Stephens  
Contracts Director: Chris Bross

FISCAL IMPACT: The Grant will increase the SFRTA's Fiscal Year 2006-07 Capital Budget by \$342,944.

EXHIBITS ATTACHED: Exhibit 1- Grant Agreement

FISCAL YEAR 2006 TRANSIT SECURITY GRANT PROGRAM

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SUMMARY EXPLANATION AND BACKGROUND: (Continued)

Under the FY 2006 TSGP, award decisions were made according to a two-tiered approach. Regional rail and intra-city bus transit systems were assigned to two-tier levels according to a DHS threat and risk analysis. Funding allocations were pre-determined for the higher risk, Tier 1 rail and intra-city bus transit systems and those allocation amounts were announced in July 2006 and DHS has now obligated funds to those agencies. Regional rail and intra-city bus transit systems assigned to Tier 2 competed for available resources. Award decisions for those rail and intra-city bus transit assigned to Tier 2 were made following a review of applications by subject matter experts according to criteria outlined in the program guidance and application kit. The Department is awarding a total of \$135,998,093 for the FY 2006 TSGP. Tier 1 allocations totaled approximately \$123 million. Tier 2 allocations totaled \$12,998,093.

Of the total \$1,776,140 requested for the Miami/Fort Lauderdale Urban Area, SFRTA was awarded \$195,344 for a Station Security Camera System and \$147,000 for Blast Resistant Trash Receptacles; a total of \$342,944 for the Tri-Rail Commuter Rail System, with \$600,000 going to Broward County Transit (BCT) and the remaining \$274,368 going to Miami-Dade Transit (MDT).

Staff is requesting approval of the Grant Agreement between the SFRTA and the DCA to secure the \$342,944 necessary to successfully address and enhance the security needs of the Tri-Rail Commuter Rail System.

FISCAL YEAR 2006 TRANSIT SECURITY GRANT PROGRAM

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Recommended by: Jack Stephens 1/17/07 Approved by: CLi3 1/17/07  
Department Director Date Contracts Director Date

Authorized by: [Signature] 1/17/07 Approved as to Form by: \_\_\_\_\_  
Executive Director Date General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggelletion \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Tracking No. \_\_\_\_\_

AGENDA ITEM NO.

Page 3

FISCAL YEAR 2006 TRANSIT SECURITY GRANT PROGRAMRecommended by: \_\_\_\_\_  
Department Director DateApproved by: \_\_\_\_\_  
Contracts Director DateAuthorized by: \_\_\_\_\_  
Executive Director DateApproved as to Form by  1/16/07  
General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggellenon \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

Contract Number: 07DS-\_\_\_\_-12-00-20-\_\_\_\_

CFDA Number: \_\_\_\_\_

### **FEDERALLY-FUNDED SUBGRANT AGREEMENT**

THIS AGREEMENT is entered into by and between the State of Florida, Division of Emergency Management, with headquarters in Tallahassee, Florida (hereinafter referred to as the "Division"), and South Florida Regional Transportation Authority, (hereinafter referred to as the "Recipient").

THIS AGREEMENT IS ENTERED INTO BASED ON THE FOLLOWING REPRESENTATIONS:

A. WHEREAS, the Recipient represents that it is fully qualified and eligible to receive these grant funds to provide the services identified herein; and

B. WHEREAS, the Division has received these grant funds from the State of Florida, and has the authority to subgrant these funds to the Recipient upon the terms and conditions hereinafter set forth; and

C. WHEREAS, the Division has authority pursuant to Florida law to disburse the funds under this Agreement.

NOW, THEREFORE, the Division and the Recipient do mutually agree as follows:

(1) SCOPE OF WORK.

The Recipient shall fully perform the obligations in accordance with the Budget and Scope of Work, Attachment A of this Agreement.

(2) INCORPORATION OF LAWS, RULES, REGULATIONS AND POLICIES

Both the Recipient and the Division shall be governed by applicable State and Federal laws, rules and regulations, including but not limited to those identified in Attachment B.

(3) PERIOD OF AGREEMENT.

This Agreement shall begin October 1, 2006 and shall end January 31, 2009 unless terminated earlier in accordance with the provisions of Paragraph (12) of this Agreement.

(4) MODIFICATION OF CONTRACT

Either party may request modification of the provisions of this Agreement. Changes which are mutually agreed upon shall be valid only when reduced to writing, duly signed by each of the parties hereto, and attached to the original of this Agreement.

(5) RECORDKEEPING

(a) As applicable, Recipient's performance under this Agreement shall be subject to the federal "Common Rule: Uniform Administrative Requirements for State and Local Governments" (53 Federal Register 8034) or OMB Circular No. A-110, "Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations," and either OMB Circular No. A-87, "Cost Principles for State and Local Governments," OMB Circular No. A-21, "Cost Principles for Educational Institutions," or OMB Circular No. A-122, "Cost Principles for Nonprofit Organizations." If this Agreement is made with a commercial (for-profit) organization on a cost-reimbursement basis, the Recipient shall be subject to Federal Acquisition Regulations 31.2 and 931.2.

(b) The Recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement, and the compliance of all subcontractors or consultants to be paid from funds provided under this Agreement, for a period of five years from the date the audit report is issued, and shall allow the Division or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The Recipient shall ensure that audit working papers are made available to the Division designee, Chief Financial Officer, or Auditor General upon request for a period of five years from the date the audit report is issued, unless extended in writing by the Division, with the following exceptions:

1. If any litigation, claim or audit is started before the expiration of the five year period and extends beyond the five year period, the records will be maintained until all litigation, claims or audit findings involving the records have been resolved.

2. Records for the disposition of non-expendable personal property valued at \$5,000 or more at the time of acquisition shall be retained for five years after final disposition.

3. Records relating to real property acquisition shall be retained for five years after closing on the transfer of title.

(c) The Recipient shall maintain all records for the Recipient and for all subcontractors or consultants to be paid from funds provided under this Agreement, including supporting documentation of all program costs, in a form sufficient to determine compliance with the requirements and objectives of the Budget and Scope of Work - Attachment A - and all other applicable laws and regulations.

(d) The Recipient, its employees or agents, including all subcontractors or consultants to be paid from funds provided under this Agreement, shall allow access to its records at reasonable times to the Division, its employees, and agents. "Reasonable" shall be construed according to the circumstances but ordinarily shall mean during normal business hours of 8:00 a.m. to 5:00 p.m., local time, on Monday through Friday. "Agents" shall include, but not be limited to, auditors retained by the Division.

#### (6) AUDIT REQUIREMENTS

(a) The Recipient agrees to maintain financial procedures and support documents, in accordance with generally accepted accounting principles, to account for the receipt and expenditure of funds under this Agreement.

(b) These records shall be available at all reasonable times for inspection, review, or audit by state personnel and other personnel duly authorized by the Division. "Reasonable" shall be construed according to circumstances, but ordinarily shall mean normal business hours of 8:00 a.m. to 5:00 p.m., local time, Monday through Friday.

(c) The Recipient shall also provide the Department of Community Affairs and/or the Division with the records, reports or financial statements upon request for the purposes of auditing and monitoring the funds awarded under this Agreement.

(d) If the Recipient is a State or local government or a non-profit organization as defined in OMB Circular A-133, as revised, and in the event that the Recipient expends \$500,000 or more in Federal awards in its fiscal year, the Recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. EXHIBIT 1 to this Agreement indicates Federal resources awarded through the Division by this Agreement. In determining the Federal awards expended in its fiscal year, the Recipient shall consider all sources of Federal awards. The determination of amounts of Federal awards expended should be in accordance with the guidelines



established by OMB Circular A-133, as revised. An audit of the Recipient conducted by the Auditor General in accordance with the provisions of OMB Circular A-133, as revised, will meet the requirements of this paragraph.

In connection with the audit requirements addressed in this Paragraph 6 (d) above, the Recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.

If the Recipient expends less than \$500,000 in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, is not required. In the event that the Recipient expends less than \$500,000 in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, the cost of the audit must be paid from non-Federal resources (i.e., the cost of such audit must be paid from Recipient resources obtained from other than Federal entities).

(e) Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by subparagraph (d) above shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, by or on behalf of the Recipient directly to each of the following:

Department of Community Affairs  
Office of Audit Services  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100

an electronic copy shall also be submitted to the above office at the following address:

[aurilla.parrish@dca.state.fl.us](mailto:aurilla.parrish@dca.state.fl.us)

and

Division of Emergency Management  
Bureau of Compliance Planning and Support  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100

The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320(d)(1) and (2), OMB Circular A-133, as revised, should be submitted to the Federal Audit Clearinghouse), at the following address:

Federal Audit Clearinghouse  
Bureau of the Census  
1201 East 10<sup>th</sup> Street  
Jeffersonville, IN 47132

Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.

(f) Pursuant to Section .320 (f), OMB Circular A-133, as revised, the Recipient shall submit a copy of the reporting package described in Section .320 (c), OMB Circular A-133, as revised, and any management letter issued by the auditor, to the following addresses:

Department of Community Affairs  
Office of Audit Services  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100

an electronic copy shall also be submitted to the above office at the following address:

[aurilla.parrish@dca.state.fl.us](mailto:aurilla.parrish@dca.state.fl.us)

and

Division of Emergency Management  
Bureau of Compliance Planning and Support  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100

(g) Any reports, management letter, or other information required to be submitted to the Department and the Division pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

(h) Recipients, when submitting financial reporting packages to the Department and the Division for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the Recipient in correspondence accompanying the reporting package.

(i) In the event the audit shows that the entire funds disbursed hereunder, or any portion thereof, were not spent in accordance with the conditions of this Agreement, the Recipient shall be held liable for reimbursement to the Division of all funds not spent in accordance with these applicable regulations and Agreement provisions within thirty (30) days after the Department or the Division has notified the Recipient of such non-compliance.

(j) The Recipient shall have all audits completed by an independent certified public accountant (IPA) who shall either be a certified public accountant or a public accountant licensed under

Chapter 473, Fla. Stat. The IPA shall state that the audit complied with the applicable provisions noted above. The audit must be submitted to the Department and the Division no later than seven (7) months from the end of the Recipient's fiscal year.

(7) REPORTS

(a) At a minimum, the Recipient shall provide the Division with quarterly reports, and with a close-out report. These reports shall include the current status and progress by the Recipient and all subrecipients and subcontractors in completing the work described in the Scope of Work and the expenditure of funds under this Agreement, in addition to such other information as requested by the Division.

(b) Quarterly reports are due to be received by the Division no later than 30 days after the end of each quarter of the program year and shall continue to be submitted each quarter until submission of the administrative close-out report. The ending dates for each quarter of the program year are March 31, June 30, September 30 and December 31.

(c) The close-out report is due 60 days after termination of this Agreement or upon completion of the activities contained in this Agreement, whichever first occurs.

(d) If all required reports and copies, prescribed above, are not sent to the Division or are not completed in a manner acceptable to the Division, the Division may withhold further payments until they are completed or may take such other action as set forth in Paragraph (11) REMEDIES. "Acceptable to the Division" means that the work product was completed in accordance with the Budget and Scope of Work, Attachment A.

(e) The Recipient shall provide such additional program updates, reports or information as may be required by the Division.

(8) MONITORING.

The Recipient shall monitor its performance under this Agreement, as well as that of its subcontractors, subrecipients and consultants who are paid from funds provided under this Agreement, to ensure that time schedules are met, the Budget and Scope of Work, Attachment A is accomplished within the specified time periods, and other performance goals stated in this Agreement are achieved. Such

review shall be made for each function or activity set forth in the Budget and Scope of Work, Attachment A to this Agreement, and reported in the quarterly report.

In addition to reviews of audits conducted in accordance with OMB Circular A-133, as revised and Section 215.97, Fla. Stat. (see Paragraph (6) AUDIT REQUIREMENTS, above ), monitoring procedures may include, but not be limited to, on-site visits by Division staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this Agreement, the Recipient agrees to comply and cooperate with all monitoring procedures/processes deemed appropriate by the Division. In the event that the Division determines that a limited scope audit of the Recipient is appropriate, the Recipient agrees to comply with any additional instructions provided by the Division to the Recipient regarding such audit. The Recipient further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Comptroller or Auditor General. In addition, the Division will monitor the performance and financial management by the Recipient throughout the contract term to ensure timely completion of all tasks.

(9) LIABILITY

(a) Unless Recipient is a State agency or subdivision, as defined in Section 768.28, Fla. Stat., the Recipient shall be solely responsible to parties with whom it shall deal in carrying out the terms of this agreement, and shall hold the Division harmless against all claims of whatever nature by third parties arising out of the performance of work under this agreement. For purposes of this agreement, Recipient agrees that it is not an employee or agent of the Division, but is an independent contractor.

(b) Any Recipient who is a state agency or subdivision, as defined in Section 768.28, Fla. Stat., agrees to be fully responsible to the extent provided by Section 768.28 Fla. Stat. for its negligent acts or omissions or tortious acts which result in claims or suits against the Division, and agrees to be liable for any damages proximately caused by said acts or omissions. Nothing herein is intended to serve as a waiver of sovereign immunity by any Recipient to which sovereign immunity applies. Nothing herein shall be construed as consent by a state agency or subdivision of the State of Florida to be sued by third parties in any matter arising out of any contract.

(10) DEFAULT.

If any of the following events occur ("Events of Default"), all obligations on the part of the Division to make any further payment of funds hereunder shall, if the Division so elects, terminate and the Division may, at its option, exercise any of its remedies set forth in Paragraph (11), but the Division may make any payments or parts of payments after the happening of any Events of Default without thereby waiving the right to exercise such remedies, and without becoming liable to make any further payment:

(a) If any warranty or representation made by the Recipient in this Agreement or any previous Agreement with the Division shall at any time be false or misleading in any respect, or if the Recipient shall fail to keep, observe or perform any of the obligations, terms or covenants contained in this Agreement or any previous agreement with the Division and has not cured such in timely fashion, or is unable or unwilling to meet its obligations thereunder;

(b) If any material adverse change shall occur in the financial condition of the Recipient at any time during the term of this Agreement, and the Recipient fails to cure said material adverse change within thirty (30) days from the time the date written notice is sent by the Division.

(c) If any reports required by this Agreement have not been submitted to the Division or have been submitted with incorrect, incomplete or insufficient information;

(d) If the Recipient has failed to perform and complete in timely fashion any of its obligations under this Agreement.

(11) REMEDIES.

Upon the happening of an Event of Default, then the Division may, at its option, upon thirty (30) calendar days prior written notice to the Recipient and upon the Recipient's failure to cure within said thirty (30) day period, exercise any one or more of the following remedies, either concurrently or consecutively:

(a) Terminate this Agreement, provided that the Recipient is given at least thirty (30) days prior written notice of such termination. The notice shall be effective when placed in the United States mail, first class mail, postage prepaid, by registered or certified mail-return receipt requested, to the address set forth in paragraph (13) herein;

(b) Commence an appropriate legal or equitable action to enforce performance of this Agreement;

(c) Withhold or suspend payment of all or any part of a request for payment;

(d) Exercise any corrective or remedial actions, to include but not be limited to:

1. requesting additional information from the Recipient to determine the reasons for or the extent of non-compliance or lack of performance,

2. issuing a written warning to advise that more serious measures may be taken if the situation is not corrected,

3. advising the Recipient to suspend, discontinue or refrain from incurring costs for any activities in question or

4. requiring the Recipient to reimburse the Division for the amount of costs incurred for any items determined to be ineligible;

(e) Require that the Recipient return to the Division any funds which were used for ineligible purposes under the program laws, rules and regulations governing the use of funds under this program.

(f) Exercise any other rights or remedies which may be otherwise available under law.

(g) The pursuit of any one of the above remedies shall not preclude the Division from pursuing any other remedies contained herein or otherwise provided at law or in equity. No waiver by the Division of any right or remedy granted hereunder or failure to insist on strict performance by the Recipient shall affect or extend or act as a waiver of any other right or remedy of the Division hereunder, or affect the subsequent exercise of the same right or remedy by the Division for any further or subsequent default by the Recipient.

(12) TERMINATION.

(a) The Division may terminate this Agreement for cause upon such written notice as is reasonable under the circumstances. Cause shall include, but not be limited to, misuse of funds; fraud; lack of compliance with applicable rules, laws and regulations; failure to perform in a timely manner; and refusal by the Recipient to permit public access to any document, paper, letter, or other material subject to disclosure under Chapter 119, Fla. Stat., as amended.

(b) The Division may terminate this Agreement when it determines, in its sole discretion, that the continuation of the Agreement would not produce beneficial results commensurate with the further expenditure of funds, by providing the Recipient with thirty (30) calendar days prior written notice.

(c) The parties may agree to terminate this Agreement for their mutual convenience as evidenced by written amendment of this Agreement. The amendment shall establish the effective date of the termination and the procedures for proper closeout of the Agreement.

(d) In the event that this Agreement is terminated, the Recipient will not incur new obligations for the terminated portion of the Agreement after the Recipient has received the notification of termination. The Recipient will cancel as many outstanding obligations as possible. Costs incurred after the date of receipt of notice of the termination will be disallowed. Notwithstanding the above, the Recipient shall not be relieved of liability to the Division by virtue of any breach of Agreement by the Recipient. The Division may, to the extent authorized by law, withhold any payments to the Recipient for purpose of set-off until such time as the exact amount of damages due the Division from the Recipient is determined.

(13) NOTICE AND CONTACT.

(a) All notices provided under or pursuant to this Agreement shall be in writing, either by hand delivery, or first class, certified mail, return receipt requested, to the representative identified below at the address set forth below and said notification attached to the original of this Agreement.

(b) The name and address of the Division contract manager for this Agreement is:

Dianne Smith, Planning Manager  
Florida Division of Emergency Management  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100  
Telephone: 850-413-9966  
Fax: 850-488-7842  
Email: [Dianne.smith@dca.state.fl.us](mailto:Dianne.smith@dca.state.fl.us)

(c) The name and address of the Representative of the Recipient responsible for the administration of this Agreement is:

William L. Cross, Manager of Planning  
South Florida Regional Transportation Authority  
800 NW 33<sup>rd</sup> Street, Suite 100  
Telephone: 954-788-7916  
Fax: 954-942-3325  
Email: [crossw@sfrta.fl.gov](mailto:crossw@sfrta.fl.gov)

(d) In the event that different representatives or addresses are designated by either party after execution of this Agreement, notice of the name, title and address of the new representative will be rendered as provided in (13)(a) above.

(14) SUBCONTRACTS

If the Recipient subcontracts any or all of the work required under this Agreement, a copy of the unsigned subcontract must be forwarded to the Division for review and approval prior to execution of the subcontract by the Recipient. The Recipient agrees to include in the subcontract that (i) the subcontractor is bound by the terms of this Agreement, (ii) the subcontractor is bound by all applicable state and federal laws and regulations, and (iii) the subcontractor shall hold the Division and Recipient harmless against all claims of whatever nature arising out of the subcontractor's performance of work under this Agreement, to the extent allowed and required by law. Each subcontractor's progress in performing its work under this Agreement shall be documented in the quarterly report submitted by the Recipient.

For each subcontract, the Recipient shall provide a written statement to the Division as to whether that subcontractor is a minority vendor.

(15) TERMS AND CONDITIONS

This Agreement contains all the terms and conditions agreed upon by the parties.

(16) ATTACHMENTS

(a) All attachments to this Agreement are incorporated as if set out fully herein.

(b) In the event of any inconsistencies or conflict between the language of this Agreement and the attachments hereto, the language of such attachments shall be controlling, but only to the extent of such conflict or inconsistency.

(c) This Agreement has the following attachments:

Exhibit 1 - Funding Sources

Attachment A – Budget and Scope of Work

Attachment B – Program Statutes and Regulations

Attachment C – Justification of Advance

Attachment D – Warranties and Representations



Attachment E – Certification Regarding Debarment

Attachment F – Assurances

(17) FUNDING/CONSIDERATION

(a) This is a cost-reimbursement Agreement. The Recipient shall be reimbursed for costs incurred in the satisfactory performance of work hereunder in an amount not to exceed \$342,944 subject to the availability of funds.

(b) Any advance payment under this Agreement is subject to Section 216.181(16), Fla.Stat., and is contingent upon the Recipient's acceptance of the rights of the Division under Paragraph (12)(b) of this Agreement. The amount which may be advanced may not exceed the expected cash needs of the Recipient within the first three (3) months of the contract term. For a federally funded contract, any advance payment is also subject to federal OMB Circulars A-87, A-110, A-122 and the Cash Management Improvement Act of 1990. If an advance payment is requested, the budget data on which the request is based and a justification statement shall be included in this Agreement as Attachment C. Attachment C will specify the amount of advance payment needed and provide an explanation of the necessity for and proposed use of these funds.

1.   X   No advance payment is requested.

2.            An advance payment of \$            is requested.

(c) After the initial advance, if any, payment shall be made on a reimbursement basis as needed. The Recipient agrees to expend funds in accordance with the Budget and Scope of Work, Attachment A of this Agreement.

If the necessary funds are not available to fund this Agreement as a result of action by Congress, the State Legislature, the Office of the Chief Financial Officer, the State Office of Planning and Budgeting or the Federal Office of Management and Budgeting, all obligations on the part of the Division to make any further payment of funds hereunder shall terminate, and the Recipient shall submit its closeout report within thirty (30) days of receipt of notice from the Division.

(18) REPAYMENTS

All refunds or repayments to be made to the Division under this Agreement are to be made payable to the order of "Department of Community Affairs" and mailed directly to the Department at the following address:

Department of Community Affairs  
Cashier  
Finance and Accounting  
2555 Shumard Oak Boulevard  
Tallahassee FL 32399-2100

In accordance with Section 215.34(2), Fla. Stat., if a check or other draft is returned to the Department for collection, the Department must add to the amount of the check or draft a service fee of Fifteen Dollars (\$15.00) or Five Percent (5%) of the face amount of the check or draft, whichever is greater.

(19) VENDOR PAYMENTS.

Pursuant to Section 215.422, Fla. Stat., the Division shall issue payments to vendors within 40 days after receipt of an acceptable invoice and receipt, inspection, and acceptance of goods and/or services provided in accordance with the terms and conditions of the Agreement. Failure to issue the warrant within 40 days shall result in the Division paying interest at a rate as established pursuant to Section 55.03(1) Fla. Stat. The interest penalty shall be paid within 15 days after issuing the warrant.

Vendors experiencing problems obtaining timely payment(s) from a state agency may receive assistance by contacting the Vendor Ombudsman at (850) 413-5516.

(20) STANDARD CONDITIONS

(a) The validity of this Agreement is subject to the truth and accuracy of all the information, representations, and materials submitted or provided by the Recipient in this Agreement, in any subsequent submission or response to Division request, or in any submission or response to fulfill the requirements of this Agreement, and such information, representations, and materials are incorporated by reference. The lack of accuracy thereof or any material changes shall, at the option of the Division and with thirty (30) days written notice to the Recipient, cause the termination of this Agreement and the release of the Division from all its obligations to the Recipient.

(b) This Agreement shall be construed under the laws of the State of Florida, and venue for any actions arising out of this Agreement shall lie in Leon County. If any provision hereof is in conflict with any applicable statute or rule, or is otherwise unenforceable, then such provision shall be deemed null and void to the extent of such conflict, and shall be deemed severable, but shall not invalidate any other provision of this Agreement.

(c) Any power of approval or disapproval granted to the Division under the terms of this Agreement shall survive the terms and life of this Agreement as a whole.

(d) The Agreement may be executed in any number of counterparts, any one of which may be taken as an original.

(e) The Recipient agrees to comply with the Americans With Disabilities Act (Public Law 101-336, 42 U.S.C. Section 12101 et seq.), if applicable, which prohibits discrimination by public and private entities on the basis of disability in the areas of employment, public accommodations, transportation, State and local government services, and in telecommunications.

(f) A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime or on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of Category Two for a period of 36 months from the date of being placed on the convicted vendor list or on the discriminatory vendor list.

(g) With respect to any Recipient which is not a local government or state agency, and which receives funds under this Agreement from the federal government, by signing this Agreement, the Recipient certifies, to the best of its knowledge and belief, that it and its principals:

1. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a federal department or agency;

2. have not, within a five-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. are not presently indicted or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any offenses enumerated in paragraph 20(h)2. of this certification; and

4. have not within a five-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default.

Where the Recipient is unable to certify to any of the statements in this certification, such Recipient shall attach an explanation to this Agreement.

In addition, the Recipient shall submit to the Division (by email or by facsimile transmission) the completed "Certification Regarding Debarment, Suspension, Ineligibility And Voluntary Exclusion" (Attachment D) for each prospective subcontractor which Recipient intends to fund under this Agreement. Such form must be received by the Division prior to the Recipient entering into a contract with any prospective subcontractor.

(h) The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature, and subject to any modification in accordance with Chapter 216, Fla. Stat. or the Florida Constitution.

(i) All bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and postaudit thereof.

(j) If otherwise allowed under this Agreement, all bills for any travel expenses shall be submitted in accordance with Section 112.061, Fla. Stat.

(k) The Division reserves the right to unilaterally cancel this Agreement for refusal by the Recipient to allow public access to all documents, papers, letters or other material subject to the

provisions of Chapter 119, Fla. Stat., and made or received by the Recipient in conjunction with this Agreement.

(l) If the Recipient is allowed to temporarily invest any advances of funds under this Agreement, any interest income shall either be returned to the Division or be applied against the Division's obligation to pay the contract amount.

(m) The State of Florida will not intentionally award publicly-funded contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e) [Section 274A(e) of the Immigration and Nationality Act ("INA")]. The Division shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the Recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this Agreement by the Department.

(n) The Recipient is subject to Florida's Government in the Sunshine Law (Section 286.011, Fla. Stat. ) with respect to the meetings of the Recipient's governing board or the meetings of any subcommittee making recommendations to the governing board. All such meetings shall be publicly noticed, open to the public, and the minutes of all such meetings shall be public records, available to the public in accordance with Chapter 119, Fla. Stat.

(21) LOBBYING PROHIBITION

(a) No funds or other resources received from the Division in connection with this Agreement may be used directly or indirectly to influence legislation or any other official action by the Florida Legislature or any state agency.

(b) The Recipient certifies, by its signature to this Agreement, that to the best of his or her knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the

making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(22) COPYRIGHT, PATENT AND TRADEMARK

**ANY AND ALL PATENT RIGHTS ACCRUING UNDER OR IN CONNECTION WITH THE PERFORMANCE OF THIS AGREEMENT ARE HEREBY RESERVED TO THE STATE OF FLORIDA. ANY AND ALL COPYRIGHTS ACCRUING UNDER OR IN CONNECTION WITH THE PERFORMANCE OF THIS AGREEMENT ARE HEREBY TRANSFERRED BY THE RECIPIENT TO THE STATE OF FLORIDA.**

(a) If the Recipient brings to the performance of this Agreement a pre-existing patent or copyright, the Recipient shall retain all rights and entitlements to that pre-existing patent or copyright unless the Agreement provides otherwise.

(b) If any discovery or invention arises or is developed in the course of or as a result of work or services performed under this Agreement, or in any way connected herewith, the Recipient shall refer the discovery or invention to the Division for a determination whether patent protection will be sought in the name of the State of Florida. Any and all patent rights accruing under or in connection with the performance of this Agreement are hereby reserved to the State of Florida. In the event that any books, manuals, films, or other copyrightable material are produced, the Recipient shall notify the Division. Any and all copyrights accruing under or in connection with the performance under this Agreement are hereby transferred by the Recipient to the State of Florida.

(c) Within thirty (30) days of execution of this Agreement, the Recipient shall disclose all intellectual properties relevant to the performance of this Agreement which he or she knows or should know could give rise to a patent or copyright. The Recipient shall retain all rights and entitlements to any pre-existing intellectual property which is so disclosed. Failure to disclose will indicate that no such property exists. The Division shall then, under Paragraph (b), have the right to all patents and copyrights which accrue during performance of the Agreement.

(23) LEGAL AUTHORIZATION.

The Recipient certifies with respect to this Agreement that it possesses the legal authority to receive the funds to be provided under this Agreement and that, if applicable, its governing body has authorized, by resolution or otherwise, the execution and acceptance of this Agreement with all covenants and assurances contained herein. The Recipient also certifies that the undersigned possesses the authority to legally execute and bind Recipient to the terms of this Agreement.

(24) ASSURANCES.

The Recipient shall comply with any Statement of Assurances incorporated as Attachment F.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed by their undersigned officials as duly authorized.

**RECIPIENT: SOUH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

BY: \_\_\_\_\_

Name and title: \_\_\_\_\_

Date: \_\_\_\_\_

SAMAS # \_\_\_\_\_ FID# \_\_\_\_\_

**STATE OF FLORIDA**

**DIVISION OF EMERGENCY MANAGEMENT**

BY: \_\_\_\_\_

Name and Title: W. Craig Fugate, Director of the Division of Emergency Management

Date: \_\_\_\_\_



## EXHIBIT – 1

FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

*NOTE: If the resources awarded to the recipient represent more than one Federal program, provide the same information shown below for each Federal program and show total Federal resources awarded.*

Federal Program (*list Federal agency, Catalog of Federal Domestic Assistance title and number*) –  
\$ (*amount*)

Department of Homeland Security

97.067

\$342,944

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

*NOTE: If the resources awarded to the recipient represent more than one Federal program, list applicable compliance requirements for each Federal program in the same manner as shown below.*

Federal Program:

*List applicable compliance requirements as follows:*

1. Recipient is to use funding to perform eligible activities as identified in the Office of Grants and Training Fiscal Year 2006-07 State Homeland Security Grant Program (SHSGP), consistent with the Department of Homeland Security State Strategy.
2. Recipient is subject to all administrative and financial requirements or will be in violation with the terms of the agreement.

*NOTE: Instead of listing the specific compliance requirements as shown above, the State awarding agency may elect to use language that requires the recipient to comply with the requirements of applicable provisions of specific laws, rules, regulations, etc. For example, for Federal Program 1, the language may state that the recipient must comply with a specific law(s), rule(s), or regulation(s) that pertains to how the awarded resources must be used or how eligibility determinations are to be made. The State awarding agency, if practical, may want to attach a copy of the specific law, rule, or regulation referred to.*

NOTE: Section .400(d) of OMB Circular A-133, as revised, and Section 215.97(5)(a), Florida Statutes, require that the information about Federal Programs and State Projects included in Exhibit 1 be provided to the recipient.

## Attachment A

### Budget and Scope of Work

### Proposed Program Budget

Below is a general budget which outlines eligible categories and their allocation under this award. The Recipient is to utilize the "Proposed Program Budget" as a guide for completing the "Budget Detail Worksheet" below.

Grant	Recipient Agency	Category	Amount Allocated
FY 2006 Transit Security Grant Program	South Florida Regional Transportation Authority	Eligible Activities, as outlined in the Scope of Work, and Management & Administration for Sub-Grantees	\$332,656.00
		Management and Administration (the dollar amount which corresponds to 3% of the total award is shown in the column on the right)	\$10,288.00
Total Award		\$342,944	



No more than 3% of each sub-recipient's total award may be expended on Management and Administration costs by the sub-recipients.








At the discretion of the Recipient, funds allocated to Management and Administration costs (as described in the "Proposed Program Budget") may be put towards Programmatic costs instead.

### Budget Detail Worksheet

The Recipient is required to provide a completed budget detail worksheet to the Division that accounts for the total award listed on the proposed budget.

Budget Detail Worksheet – Planning: Risk Assessment, Security and Emergency Preparedness Plan and the Regional Transit Security Strategy (section I in the SOW)			
Eligible TSGP Eligible Planning Activities (not to exceed 5% of total regional allocation - \$17,147.20)	Quantity	Unit Cost	Total Cost
Conduct a Transit System Risk Assessment			
Develop a Security and Emergency Preparedness Plan (SEPP)			
Develop a Regional Transit Security Strategy (RTSS)			
Certification Regarding Regional Consensus on Funding Allocations			
<b>TOTAL</b>			

Budget Detail Worksheet – TSGP Eligible Activities - \$342,944.00			
Eligible Activities	Quantity	Unit Cost	Total Cost
<b>Planning</b>			
Public Education / Outreach (reproduction of official Transit Watch materials is an allowable expense)			
Development and implementation of homeland security support programs and adoption of ongoing DHS national initiatives			
Development and enhancement of plans and protocols			
Development or conduct of assessments			
Hiring of full or part-time staff or contractors/consultants to assist with planning activities			
Conferences to facilitate planning activities			
Materials required to conduct planning activities			
Travel / per diem related to planning activities			
<b>Training</b>			
Training workshops and conferences			
Full or part-time staff or contractors/consultants			
Travel / per diem related to training activities			
Supplies – items that are expended or consumed during the course of the planning and conduct of the training project (e.g., copying paper, gloves, tape, and non-sterile masks)			
Other Items – These costs include rental of space/locations for planning and conducting training, badges, etc.			
<b>Exercises</b>			
Exercise Planning Workshop			

Full or part-time staff or contractors/consultants			
Overtime and backfill costs			
Travel / per diem related to exercise activities			
Supplies – items that are expended or consumed during the course of the planning and conduct of the exercise project (e.g., copying paper, gloves, tape, and non-sterile masks, and disposable protective equipment)			
Other Items – These costs include the rental of space/locations for exercise planning and conduct, exercise signs, badges, etc.			
<b>Equipment Acquisition</b> The table below highlights the allowable equipment categories for this award. A comprehensive listing of these allowable equipment categories, and specific equipment eligible under each category, can be found on the web-based Authorized Equipment List at: <a href="http://www.rkb.mipt.org">http://www.rkb.mipt.org</a>  Register on the website  Log into the website  Click on “search the RKB”  Click on “DHS SLGCP Authorized Equipment List (AEL) – FY2006”  If you wish to purchase a piece of equipment from any category below, then, in the space given below that category, put the “AEL item number” and “title”			
Personal protective equipment			
(e.g., 1.12.2.1, Covers, Outer Footwear)			
Explosive device mitigation and remediation equipment			
CBRNE operational search and rescue equipment			
Information technology			
Cyber security enhancement equipment			
Interoperable communications equipment			
Detection Equipment			
Decontamination Equipment			
Medical supplies and limited pharmaceuticals			
Power equipment			
CBRNE reference materials			
CBRNE incident response vehicles			
Terrorism incident prevention equipment			
Physical security enhancement equipment			
14.1.1.7 Systems, Video Assessment	8	\$24,418.00	\$195,344.00
14.2.2, Receptacles, Trash, Bomb-Resistant	72	\$2,050.00	\$147,600.00

CBRNE response watercraft			
CBRNE logistical support equipment			
Intervention equipment			
Other authorized equipment costs (include any construction or renovation costs in this category; Written approval must be provided by ODP prior to the use of any FY 2006 TSGP funds for construction or renovation)			
<b>Organizational Activities – Operational Costs (not to exceed 10% of total award; must receive written approval from ODP -\$34,294.40)</b>			
Backfill and overtime expenses for staffing emergency operations center			
Hiring of contracted security for critical infrastructure sites			
Public safety overtime			
<b>Management and Administration (not to exceed 2.5% of total award- \$8573.60)</b>			
Hiring of full or part-time staff or contractors/consultants			
Development of operating plans for information collection and processing necessary to respond to DHS/ODP data calls			
Travel expenses			
Meeting related expenses			
Acquisition of authorized office equipment			
Expenses related to meeting compliance with reporting/data collection requirements, including data calls			
<b>TOTAL</b>			<b>\$342,944.00</b>

## Scope of Work

### I. Transit Security Grant Program Requirements

#### A. Conduct a Transit System Risk Assessment

If not already completed, the Recipient is required to conduct a risk assessment which includes requirements outlined in "The Public Transportation System Security and Emergency Preparedness Planning Guide", published by the U.S. Department of Transportation's Federal Transit Administration (FTA), and available at: <http://www.fta.dot.gov>. Rail and intra-city bus systems may use the Security Readiness Assessment conducted by the FTA. The Recipient may also use the risk assessments that were completed during the previous round of UASI Transit Security Grants or the risk assessment completed as part of the ODP Mass Transit Technical Assistance Program.

#### B. Maintain a Security and Emergency Preparedness Plan (SEPP)

The Recipient must have a current (updated within the past year), comprehensive plan that includes the requirements outlined in "The Public Transportation System Security and Emergency Preparedness Planning Guide", published by the FTA, and available at <http://www.fta.dot.gov>. The SEPP should provide written policies and procedures to guide the transit system's activities for homeland security and emergency preparedness. The SEPP should also specifically identify how the Recipient intends to address any shortfalls in IED and other prevention, detection and response capabilities identified as part of the risk assessment.

#### C. Maintain a Regional Transit Security Strategy (RTSS)

The RTSS should serve as the integration point between the individual, risk-based SEPPs, and the overall security goals and objectives of the region. Therefore, the RTSS must demonstrate a clear linkage to the applicable state and urban area homeland security strategies developed.

#### D. Certification Regarding Regional Consensus on Funding Allocations

Funds have been allocated, by the Office for Domestic Preparedness, on a regional basis. Distribution must be based on the Recipient's SEPP, the RTSS, and consensus among the eligible transit systems and the Division.




### II. Categories and Eligible Activities

Funding is provided to perform eligible activities as identified in the Office for Domestic Preparedness Fiscal Year 2006 Transit Security Grant Program (TSGP), consistent with the Department of Homeland Security State Strategy, the Recipient's risk-based Security and Emergency Preparedness Plan, and Regional Transit Security Strategy.

FY2006 TSGP allowable costs are divided into the following categories: **planning, organization, equipment, training and exercises**. In addition, **management and administration costs** are also allowable, as are certain **operational costs**. Each category's allowable costs have been listed in more detail in the "**Budget Detail Worksheet – TSGP Eligible Activities**" above.






#### A. Construction and Renovation

Project construction and renovation not exceeding \$1,000,000 is also allowable, as deemed necessary by the Office for Domestic Preparedness, under the FY 2006 TSGP. These program funds may be used for construction and renovation projects only when those projects specifically address *enhanced security at critical infrastructure facilities and support the goals and objectives of the SEPP and RTSS*. The following actions and improvements are considered to constitute construction or renovation:

-  Construction and/or renovation to guard facilities;
-  Communications antennas; and,
-  Any other construction or renovation efforts that change or expand the footprint of a facility or structure, including security enhancements to improve perimeter security.

#### 1. Approval Process:

In order for grantees to drawdown funds for construction and renovation costs, the grantee must provide the Division with:

-  A description of the asset or facility, asset location, whether the infrastructure is publicly or privately owned, and the construction or renovation project;
-  Certification that a facility vulnerability assessment has been conducted for the facility;
-  A description of how the construction or renovation project will address the identified vulnerability(ies) from the assessment;
-  A statement on the consequences of not implementing the construction or renovation project; and,
-  Completed National Environmental Policy Act (NEPA) Compliance Checklist.

Note: Written approval must be provided by ODP prior to the use of any FY 2006 TSGP funds for construction or renovation.

**B. Operational Costs**

Transit agencies may use up to 10% of their total rail and/or intra-city bus award to support operational overtime costs with written approval from ODP. This includes costs incurred during *Code Orange* and *Code Yellow* alerts that are associated with increased security measures, as well as operational overtime costs that are associated with increased security measures incurred during *National Security Special Events*, as designated by the Secretary of Homeland Security. Transit agencies may use funds for operational overtime costs associated with increased security measures at critical infrastructure sites and in the following authorized expenditure categories:

- ✚ Backfill and overtime expenses for staffing emergency operations centers;
- ✚ Hiring of contracted security for critical infrastructure sites; and,
- ✚ Public safety overtime.

**1. Approval Process:**

In order for grantees to drawdown funds for operational costs, the grantee must provide the Division with:

- ✚ Is security being provided for Code Yellow, Code Orange or a National Security Special Event;
- ✚ Title of the event and list critical infrastructure being secured;
- ✚ Starting date and ending date for the event; and,
- ✚ An itemized budget for each category listed in section B above

Note: This does not include consumable costs such as fuel expenses.

**2. Critical Infrastructure Sites**

Local governments should generally consider critical infrastructure to include any system or asset that if attacked would result in catastrophic loss of life and/or catastrophic economic loss. In addition, protection for the following specific types of facilities should also be considered:

- ✚ Protective security enhancements for large public gatherings/areas, such as New Year's Eve celebrations, sporting events and outdoor concerts
- ✚ Public water systems serving large population centers
- ✚ Primary data storage and processing facilities, major stock exchanges and major banking centers
- ✚ Chemical facilities located in close proximity to large population centers
- ✚ Major power generation facilities that exceed 2000MW and if successfully attacked would disrupt the regional electric grid
- ✚ Hydroelectric facilities and dams that produce power in excess of 2000MW or could result in catastrophic loss of life if breached
- ✚ Nuclear Power plants
- ✚ Electric substations 500KV or larger, and substations 345KV or larger that are part of a critical system supporting populations in excess of one million people
- ✚ Rail and highway bridges over major waterways that, if destroyed, would cause catastrophic economic loss
- ✚ Major highway tunnels under waterways that if attacked would cause catastrophic loss of life or catastrophic economic impact
- ✚ Major natural gas transmission pipelines in excess of 3000 bcf throughput
- ✚ Natural gas and liquid natural gas (LNG) storage facilities
- ✚ Major petroleum handling facilities such as pipelines, ports, refineries and terminals
- ✚ Major mass transit subway systems and the supporting ventilation systems
- ✚ Telecommunications, internet, and cyber facilities

**III. National Preparedness Initiatives**

Transit systems are strongly encouraged to pay close attention to the language in these sections in order to stay abreast of initiatives being highlighted by DHS and to comply with associated program requirements.

**A. National Incident Management System (NIMS)**

NIMS provides a consistent nationwide approach for federal, state, territorial, tribal, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size or complexity. Since FY2006 is a critical year for initial NIMS adoption, the Recipient should start now by prioritizing FY2006 preparedness assistance (in accordance with the eligibility and allowable uses of the grant) to facilitate its implementation.

**1. Minimum FY2006 NIMS Compliance Requirements**

- ✚ Incorporating NIMS into existing training programs and exercises;
- ✚ Ensuring that federal preparedness funding supports NIMS implementation (in accordance with the eligibility and allowable uses of the grants);
- ✚ Incorporating NIMS into emergency operations planning;
- ✚ Promotion of mutual aid agreements; and,
- ✚ Institutionalizing the use of the Incident Command System (ICS).

2. **Transit systems should support NIMS implementation by:**

- ✚ **Having relevant personnel complete the NIMS Awareness Course:**  
**“National Incident Management System (NIMS), An Introduction” IS 700.** This independent study course is available on-line and will take between forty-five minutes to three hours to complete. The course is available on the Emergency Management Institute web page at: <http://training.fema.gov/EMIWeb/IS/is700.asp>
- ✚ **Formally recognizing NIMS and adopting NIMS principles and policies.** The NIC will provide sample language and templates to assist in formally adopting NIMS through legislative and/or executive/administrative means.
- ✚ **Establish a NIMS baseline by determining which NIMS requirements are already satisfied.** The NIC is developing a web-based self-assessment system, the NIMS Capability Assessment Support Tool (NIMCAST) to evaluate their incident response and management capabilities. The NIC is currently piloting the NIMCAST with a limited number of states. Upon completion of the pilot, the NIC will provide all potential future users with voluntary access to the system. Additional information about the NIMCAST tool will be provided later this year.
- ✚ **Establishing a timeframe and developing a strategy for full NIMS implementation.** Transit systems are encouraged to achieve full NIMS implementation during FY 2006. To the extent that full implementation is not possible during FY 2006, federal preparedness assistance must be leveraged to complete NIMS implementation in FY 2006. By FY 2007, federal preparedness assistance will be conditioned upon full compliance with NIMS.
- ✚ **Institutionalizing the use of the ICS.** Transit systems that are not already using ICS, must institutionalize the use of ICS (consistent with the concepts and principles taught by DHS) across the entire response system.

3. **FY 2007 and FY 2008 Requirements**

In order for the Division to receive FY2007 preparedness funding, the minimum FY2006 compliance requirements described above must be met. Additional information about NIMS compliance and resources for achieving compliance will be forthcoming from the NIC. The NIC web page, <http://www.fema.gov/nims>, will be updated regularly with NIMS information and implementation guidance.

B. **Public Awareness and Citizen Participation**

All FY2006 TSGP award Recipients should work with the applicable state and local Citizen Corps Councils to more fully engage citizens through the following activities:

- ✚ **Expand plans and task force memberships to address citizen participation.** Develop or revise plans, such as SEPPs, to integrate citizen/volunteer resources and participation, and include advocates for increased citizen participation in task forces and advisory councils.
- ✚ **Awareness and outreach to inform and engage the public.** Educate the public on personal preparedness measures, terrorism awareness, alert and warning systems, and state and local emergency plans via a range of community venues and communication channels.
- ✚ **Include citizens in training and exercises.** Provide emergency preparedness and response training for citizens, improve training for emergency responders to better address special needs populations, and involve citizens in all aspects of emergency preparedness exercises, including planning, implementation, and after action review.





**Develop or expand programs that integrate citizen/volunteer support for the emergency responder disciplines.** Develop or expand Citizen Corps Programs into the transit environment, including citizen participation in prevention and response activities.

**IV. Unauthorized Expenditures**

- A. Expenditures for items such as general-use software (word processing, spreadsheet, graphics, etc.)
- B. General-use computers and related equipment (other than for allowable M&A activities, or otherwise associated preparedness and response functions)
- C. General-use vehicles
- D. Licensing fees
- E. Weapons systems and ammunition
- F. Hiring of sworn public safety officers or to supplant traditional public safety positions
- G. Activities unrelated to the completion and implementation of the TSGP
- H. Other items not in accordance with sections I. Transit Security Grant Program Requirements and II. Categories and Eligible Activities

**I. V. Reporting Requirements**

**A. Quarterly Programmatic Reporting:**

The Quarterly Programmatic Report is due within 30 days after the end of the reporting periods (March 31, June 30, September 30 and December 31) for the life of this contract. If a report(s) is delinquent, future financial reimbursements will be withheld until the Recipient's reporting is current.

Programmatic Reporting Schedule

Reporting Period	Report due to DEM no later than
January 1 through March 31	April 30
April 1 through June 30	July 31
July 1 through September 30	October 31
October 1 through December 31	January 31

Programmatic Reporting: Information to Report On

After the end of each reporting period, for the life of the contract, the Division will provide a Biannual Strategy and Implementation Report worksheet to the Recipient Point of Contact listed in this contract. This worksheet will contain all of the information that the Recipient needs to report on. The Recipient is to complete this worksheet in its entirety and email the finished product to the programmatic contact listed below. The first worksheet will be available after the July 1 – September 30, 2006 reporting period.

**B. Reimbursement Requests:**

A request for reimbursement may be sent to your contract manager for review and approval at anytime during the contract period. The Recipient should include the category's corresponding line item number in the "Detail of Claims" form. This number can be found in the "Proposed Program Budget". A line item number is to be included for every dollar amount listed in the "Detail of Claims" form.

**C. Close-out Programmatic Reporting:**

The Close-out Report is due to the Florida Division of Emergency Management no later than 60 days after the contract is either completed or the contract has expired.

**D. Monitoring:**

**Florida Division of Emergency Management  
US Department of Homeland Security Grants Program  
Grant Monitoring Process**

Florida has enhanced the state and local capability and capacity to prevent, prepare and respond to terrorist threats since 1999 through various funding sources including federal grant funds. As the steward of the State Homeland Security Grant Program funds, projects and equipment the Florida Division of Emergency Management (FDEM) has a responsibility to track and monitor the status of the grant activity and items purchased.

The monitoring process detailed in this document is designed to assess a recipient agency's compliance with applicable state and federal guidelines. The FDEM is responsible for monitoring the programmatic and capability portion of the grant to include equipment procurement and compliance with applicable DHS grant guidance.

Monitoring is accomplished utilizing various methods including desk monitoring and site visits. There are two primary areas reviewed during monitoring activities - financial and programmatic/capability. Financial monitoring is the review of records associated with the purchase and disposition of property, projects and contracts. Capability review is the observation of equipment purchased, protocols and other associated records.

Various levels of financial and programmatic review may be accomplished during this process.

Desk monitoring is defined as the review of projects, financial activity and technical assistance between the program office and the applicant via e-mail and telephone. Site visits are defined as actual visits to the recipient agency's location by a team or members of FDEM or their designee, to actually observe records, procedures and equipment.

**Frequency of annual monitoring activity:**

Agencies whose total contracts exceed \$400,000 – 50% desk reviews, up to 50% site visits

Agencies serving as regional response teams – 25-50% site visits each year

Agencies whose total contracts are under \$400,000 and not part of a regional response team – 10% desk reviews, 10% site visits

Each year FDEM will identify recipient agencies to be monitored. A cumulative threshold of \$400,000 will be used for the initial determination of selection for site visits. The goal is 50% of the selected agencies to receive desk monitoring and up to 50% to receive a site visit. Additional agencies with a cumulative receipt less than \$400,000 may be selected.

All agencies who are a member of a regional response specialty team will receive a site visit annually. 10% of all other agencies that fall under the \$400,000 threshold and are not part of a regional response specialty team will receive a site visit and another 10% will receive a desk review.

**Examples of areas that may be examined include:**

Status of equipment purchases  
Status of training for purchased equipment  
Status and number of response trainings conducted to include number trained  
Status and number of exercises  
Status of planning activity  
Anticipated projected completion  
Specific difficulties completing the project.  
Agency NIMS compliance documentation

In certain circumstances, FDEM may be requested to provide additional monitoring/information if the activity or lack of on the part of a specific recipient has generated questions from the region, the sponsoring state agency or the FDEM leadership. The method of gathering this information will be determined on a case by case basis.

Desk monitoring is an on-going process. Each quarter project recipients will be surveyed to determine the status of their projects. If no activity is reported during the quarterly surveys the agency will be contacted to determine status. This contact will provide an opportunity to identify the need for technical assistance (TA) if the reviewer determines that a recipient is having difficulty completing their project.

As difficulties are identified the respective region or sponsoring agency will be notified by the program office via email. Information will include the grant recipient agency name, year and project description and the nature of the issue in question. Many of the issues that arise may be resolved at the regional or sponsoring agency level. Issues that require further TA will be referred to FDEM for assistance. Examples of TA include but are not limited to:

- Equipment selection or available vendors
- Eligibility of items or services
- Coordination and partnership with other agencies within or outside the region or discipline.

**Site Visits**

Site visits will be conducted by FDEM or their designated personnel. Site visits will be scheduled in advance with the recipient agency POC designated in the grant agreement. Monitoring questionnaires will be provided in advance of the visit

The FDEM will also conduct the financial and grant file monitoring. These monitoring visits will be coordinate with the capability review visits. Subject matter experts from other agencies within the region or state may be called upon to assist in the form of a peer review as needed.

All findings related to the capability review will be documented and maintained within the FDEM.

### **Site Visit Protocol**

The following outlines the monitoring protocol for the FDEM:

The site visits will begin with those grantees that are currently spending or have completed spending for that federal fiscal year (FFY). Site visits may be combined when geographically convenient. There is a site visit checklist to assist in the completion of all required tasks.

### **Site Visit Preparation**

A letter will be sent to recipient agency POC stating the purpose of the site visit and sent at least 15 business days before the planned arrival date. FDEM personnel will call within the next 10 business days to schedule an appointment to review the grantee's program.

The physical location of any equipment located at an alternate site should be confirmed with a representative from that location and the address should be documented in the grantee folder before the site visit.

The appointment should be confirmed with the grantee in writing (email is acceptable) and documented in the grantee folder.

Any personnel from the FDEM attending the site visit will review the grantee's corresponding folder(s) before the visit. Prior to the visit, individual roles will be identified for the site visit. Copies of applicable documents will be made and distributed to the site visit team at a minimum of five (5) days before the visit. A reminder e-mail should be sent to all team members and the recipient POC one business day in advance of the site visit.

### **Site Visit**

Once FDEM personnel have arrived at the site, an orientation conference will be conducted. During this time, the purpose of the site visit and the items FDEM intends to examine will be identified. If financial monitoring visit will be conducted, they will then explain their objectives and will proceed to perform the financial review.

FDEM personnel will review all files and supporting documentation. Once the supporting documentation has been reviewed, ODS personnel will conduct a tour/visual/spot inspection of equipment.

Each item should be visually inspected whenever possible. Bigger items (computers, response vehicles, etc.) should have an asset decal (information/serial number) placed in a prominent location on each piece of equipment as per recipient agency requirements. The serial number should correspond with the appropriate receipt to confirm purchase. Photographs should be taken of the equipment. (Large capital expenditure in excess of \$1,000. per item)

If an item is not available (being used during time of the site visit), the appropriate documentation must be provided to prove that the particular piece of equipment can be accounted for. Once the tour/visual/spot inspection of equipment has been completed, the FDEM personnel will then conduct an exit conference with the grantee to review the findings.

Other programmatic issues can be discussed at this time, such as missing quarterly reports, payment voucher/reimbursement, equipment, questions, etc.

### **Post Site Visit**

FDEM personnel will review the site visit worksheet as a team and receive notes from the Financial Review Team, if applicable.

Within 15 days of the site visit, a monitoring report will be generated and sent to the grantee explaining any citations and corrective actions or recommendations. The Site Visit Worksheet, report and photographs will then be included in the grantee's file along with any documents distributed at the site visit by the grantee.

## **II. Programmatic Point of Contact**

Contractual Point of Contact	Programmatic Point of Contact
Dianne Smith FDEM 2555 Shumard Oak Blvd. Tallahassee, FL 32399-2100 (850) 413-9966 <a href="mailto:Dianne.smith@dca.state.fl.us">Dianne.smith@dca.state.fl.us</a>	Tony Lamberth FDEM 2555 Shumard Oak Blvd. Tallahassee, FL 32399-2100 (850) 414-7770 <a href="mailto:Tony.Lamberth@dca.state.fl.us">Tony.Lamberth@dca.state.fl.us</a>

**V. Contractual Responsibilities**

The FDEM shall determine eligibility of projects and approve changes in scope of work.

The FDEM shall administer the financial processes.

## **Attachment B**

### **Program Statutes and Regulations**

- 1) 53 Federal Register 8034
- 2) Federal Acquisition Regulations 31.2 and 031.2
- 3) Section 1352, Title 31, US Code
- 4) OMB Circulars A-21, A-87, A-110, A-122
- 5) Chapter 473, Florida Statutes
- 6) Chapter 215, Florida Statutes
- 7) Section 768.28, Florida Statutes
- 8) Chapter 119, Florida Statutes
- 9) Section 216.181(6), Florida Statutes
- 10) Cash Management Improvement Act Of 1990
- 11) American with Disabilities Act
- 12) Section 112.061, Florida Statutes
- 13) Immigration and Nationality Act
- 14) Section 286.011, Florida Statutes
- 15) E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements  
28 CFR, Part 66, Common rule,
- 16) Uniform Relocation Assistance and Real Property Acquisitions Act of 1970
- 17) Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975
- 18) Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470),  
Executive Order 11593
- 19) Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.)
- 20) Title I of the Omnibus Crime Control and Safe Streets Act of 1968,
- 21) Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act
- 22) 28 CFR applicable to grants and cooperative agreements
- 23) Omnibus Crime Control and Safe Streets Act of 1968, as amended,
- 24) 42 USC 3789(d), or Victims of Crime Act (as appropriate);
- 25) Title VI of the Civil Rights Act of 1964, as amended;
- 26) Section 504 of the Rehabilitation Act of 1973, as amended;
- 27) Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990);
- 28) Title IX of the Education Amendments of 1972;
- 29) the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations,
- 30) 28 CFR Part 42, Subparts C,D,E, and G
- 31) Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
- 32) Federal Acquisition Regulations 31.2 and 931.2

## Attachment C

### JUSTIFICATION OF ADVANCE PAYMENT

#### RECIPIENT:

Indicate by checking one of the boxes below, if you are requesting an advance. If an advance payment is requested, budget data on which the request is based must be submitted. Any advance payment under this Agreement is subject to s. 216.181(16)(a)(b), Florida Statutes. The amount which may be advanced shall not exceed the expected cash needs of the recipient within the initial three months.

☒ **NO ADVANCE REQUESTED**

No advance payment is requested. Payment will be solely on a reimbursement basis. No additional information is required.

☐ **ADVANCE REQUESTED**

Advance payment of \$ \_\_\_\_\_ is requested. Balance of payments will be made on a reimbursement basis. These funds are needed to pay staff, award benefits to clients, duplicate forms and purchase start-up supplies and equipment. We would not be able to operate the program without this advance.

#### ADVANCE REQUEST WORKSHEET

If you are requesting an advance, complete the following worksheet

DESCRIPTION		(A) FFY 2003-2004	(B) FFY 2004-2005	(C) FFY 2005-2006	(D) Total
1	INITIAL CONTRACT ALLOCATION				
2	FIRST THREE MONTHS CONTRACT EXPENDITURES <sup>1</sup>				
3	AVERAGE PERCENT EXPENDED IN FIRST THREE MONTHS (Divide line 2 by line 1.)				

<sup>1</sup> First three months expenditures need only be provided for the years in which you requested an advance. If you do not have this information, call your consultant and they will assist you.

#### MAXIMUM ADVANCE ALLOWED CALCULATION:

$$\begin{array}{ccccccc}
 \underline{\hspace{2cm}} & \times & \$ & \underline{\hspace{2cm}} & = & \underline{\hspace{2cm}} \\
 \text{Cell D3} & & & \text{DCA/DEM Award} & & \text{MAXIMUM} \\
 & & & \text{(Do not include any match)} & & \text{ADVANCE}
 \end{array}$$

#### REQUEST FOR WAIVER OF CALCULATED MAXIMUM

- ☐ Recipient has no previous DCA/DEM contract history. Complete Estimated Expenses chart and Explanation of Circumstances below.
- ☐ Recipient has exceptional circumstances that require an advance greater than the Maximum Advance calculated above.

Complete estimated expenses chart and Explanation of Circumstances below. Attach additional pages if needed.

**ESTIMATED EXPENSES**

<b>BUDGET CATEGORY</b>	<b>2006-2007 Anticipated Expenditures for First Three Months of Contract</b>
<b>ADMINISTRATIVE COSTS</b> (Include Secondary Administration.)	
<b>PROGRAM EXPENSES</b>	
<b>TOTAL EXPENSES</b>	

**Explanation of Circumstances:**

## **Attachment D**

### **Warranties and Representations**

#### Financial Management

Recipient's financial management system shall provide for the following:

- (1) Accurate, current and complete disclosure of the financial results of this project or program
- (2) Records that identify adequately the source and application of funds for all activities. These records shall contain information pertaining to grant awards, authorizations, obligations, unobligated balances, assets, outlays, income and interest.
- (3) Effective control over and accountability for all funds, property and other assets. Recipient shall adequately safeguard all such assets and assure that they are used solely for authorized purposes.
- (4) Comparison of expenditures with budget amounts for each Request For Payment. Whenever appropriate, financial information should be related to performance and unit cost data.
- (5) Written procedures for determining the reasonableness, allocability and allowability of costs in accordance with the provisions of the applicable cost principles and the terms and conditions of this grant.
- (6) Accounting records, including cost accounting records that are supported by source documentation.

#### Competition.

All procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, open and free competition. The Recipient shall be alert to conflicts of interest as well as noncompetitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, invitations for bids and/or requests for proposals shall be excluded from competing for such procurements. Awards shall be made to the bidder or offeror whose bid or offer is responsive to the solicitation and is most advantageous to the Recipient, price, quality and other factors considered. Solicitations shall clearly set forth all requirements that the bidder or offeror shall fulfill in order for the bid or offer to be evaluated by the Recipient. Any and all bids or offers may be rejected when it is in the Recipient's interest to do so.



#### Codes of conduct.

The Recipient shall maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by public grant funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award. The officers, employees, and agents of the Recipient shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to subcontracts. The standards of conduct shall provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the recipient.

#### Business Hours

The Recipient shall have its offices open for business, with the entrance door open to the public, and at least one employee on site, from 8 am to 4 pm Monday through Friday.

#### Licensing and Permitting

All subcontractors or employees hired by the Recipient shall have all current licenses and permits required for all of the particular work for which they are hired by the Recipient.

## Attachment E

<b>Certification Regarding Debarment, Suspension, Ineligibility And Voluntary Exclusion</b>
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### Contractor Covered Transactions

- (1) The prospective contractor of the Recipient, \_\_\_\_\_, certifies, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the Recipient's contractor is unable to certify to the above statement, the prospective contractor shall attach an explanation to this form.

CONTRACTOR:

\_\_\_\_\_

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Recipient's Name

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Division Contract Number

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Date

**Attachment F**  
**Statement of Assurances**

The Recipient hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements 28 CFR, Part 66, Common rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies that:

1. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
2. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et seq.)
3. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act.
4. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
5. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
6. It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
7. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
8. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976, Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
9. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of Investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

10. It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.

11. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.

12. It will comply, and all its contractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C,D,E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.

13. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the Grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.

14. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.

15. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

16. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS) As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620.

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

REQUEST FOR PROPOSAL NO. 07-723 FOR AUDITING SERVICES

REQUESTED ACTION:

- (A) MOTION TO APPROVE: Request for Proposal (RFP) No. 07-723 for Auditing Services to conduct South Florida Regional Transportation Authority's (SFRTA's) fiscal year end audits.
- (B) MOTION TO APPROVE: Selection and Evaluation committee for the analysis and scoring of proposals for auditing services. The members include SFRTA's staff as follows: Edward T. Woods Jr., CPA – Director of Finance and Administration; Laura Thezine, CPA – Accounting Manager; Elizabeth Walter – Budget and Grants Manager; and Joseph Khouzami - Accountant. The results of this selection process will be presented to SFRTA's Governing Board.

SUMMARY EXPLANATION AND BACKGROUND:

SFRTA currently has an Agreement with Sharpton, Brunson & Company, P.A. for auditing services. The Agreement expires June 30, 2007. The Agreement was for a three (3) year period with two (2) one (1) year options. The Agreement is in its final option year, in the maximum not-to-exceed amount of \$77,500.

Department: Finance & Information Technology  
Project Manager: Laura Thezine

Department Director: Edward Woods  
Procurement Director: Chris Bross

FISCAL IMPACT: Funds are budgeted in the Professional Fees line item.

EXHIBITS ATTACHED: Exhibit 1 – Scope of Services  
Exhibit 2 – Evaluation Criteria  
Exhibit 3 – Background of Evaluation/Selection Committee

Tracking No. \_\_\_\_\_

AGENDA ITEM NO.

Page two

REQUEST FOR PROPOSAL NO. 07-723 FOR AUDITING SERVICESRecommended by: C. Woods 1-17-07

Department Director Date

Approved by: [Signature] 1/17/07

Procurement Director Date

Authorized by: [Signature] 1/17/07

Executive Director Date

Approved as to Form by: [Signature] 1/16/07

General Counsel Date

Board Action:

Approved: ☐ Yes ☐ NoVote: ☐ Unanimous

Amended Motion:

Commissioner Bruno Barreiro ☐ Yes ☐ NoJames A. Cummings ☐ Yes ☐ NoMarie Horenburger ☐ Yes ☐ NoNeisen Kasdin ☐ Yes ☐ NoCommissioner Jeff Koons ☐ Yes ☐ NoJohn Martinez ☐ Yes ☐ NoGeorge A. Morgan, Jr. ☐ Yes ☐ NoMayor Josephus Egge, enon ☐ Yes ☐ NoBill T. Smith ☐ Yes ☐ No

## **4.0 – SCOPE OF SERVICES**

### **4.1 Scope of Work**

SFRTA is soliciting the services of a qualified firm of certified public accountants to audit its financial statements for the fiscal years ending June 30, 2007, 2008 and 2009, with the option to audit SFRTA's financial statements for each of the two subsequent fiscal years. These audits are to be performed in accordance with the provisions contained in this RFP.

SFRTA desires the Contractor to express an opinion on the fair presentation of its general purpose financial statements to include the balance sheet and the related statements of revenues and expenses, contributed capital and cash flows for the fiscal year then ended in conformity with generally accepted accounting principals. Such audit must be in accordance with generally accepted auditing standards, the standards for financial and compliance audits contained in the Standards for Audit of Governmental Organizations, Program, Activities and Functions issued by the U. S. General Accounting Office; the Single Audit Act of 1984, the provisions of OMB Circular A-133, Audit of State and local Governments, and the requirements of Florida's Single Audit Act as outlined in Chapter 10.550, Rules of the Auditor General. In addition, the Contractor is to apply agreed upon procedures to evaluate whether SFRTA has complied with the standards established by the Federal Transit Administration with regard to the data reported in the Urbanized Area Formula Form (901) of SFRTA's annual NTD report and that the information included in the Urbanized Area Formula Statistics Form (901) of the NTD report is presented in conformity with the requirements of the Uniform System of Accounts and Records and Reporting System; Final Rule, as specified in 49 CFR part 630, Federal Register, January 15, 1993.

The Contractor is not required to audit the supporting schedules contained in the annual financial report. However, the Contractor is to provide an "in-relation-to" report on the supporting schedules based on the auditing procedures applied during the audit of the general purpose financial statements and schedules. The Contractor is not required to audit the statistical section of the report, if any.

### **4.2 Reports To Be Issued**

#### **4.2.1 Standard Reports**

Following the completion of the audit of the fiscal year's financial statements, the Contractor shall issue:

- A report on the fairness of presentation of the financial statements in conformity with generally accepted accounting principles.
- A report on the internal control structure based on the Contractor's understanding of the control structure and assessment of control risk.

- A report on compliance with applicable laws and regulations.
- An "in-relationship-to" report on any supplemental data or schedules, which may be presented.
- A report on the internal control structure used in administering federal and state financial assistance programs, if any.
- A report on compliance with laws and regulations related to major and non-major federal financial assistance programs, if any. This report should include an opinion on compliance with specific requirements applicable to major federal financial assistance programs, and a report on compliance with laws and regulations applicable to non-major federal financial assistance program transactions tested, should such exist.

In the required reports on internal controls, the Contractor shall communicate any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure, which could adversely affect the organization's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. In addition, the following conditions shall be considered reportable.

- Reportable conditions that are also material weaknesses shall be identified as such in the report.
- Non-reportable conditions discovered by the Contractor shall be reported in a separate report to management, which shall be referred to in the reports on internal controls.
- The reports on compliance shall include all instances of noncompliance.

#### 4.2.2 Irregularities and Illegal Acts

Contractor shall be required to make an immediate, written report of all irregularities and illegal acts or indications of illegal acts of which they become aware to the following parties:

1. Director of Finance and Administration
2. Executive Director
3. General Counsel
4. Chairman of the Governing Board
5. FDOT District Director
6. Others as required



### **4.3 Special Consideration**

#### **4.3.1 Federal Financial Assistance**

The Schedule of Federal Financial Assistance, if any, and related Contractor's report, as well as the reports on the internal control structure and compliance are to be issued as part of the annual financial report.

#### **4.3.2 Findings from Recent Audits**

A list of findings and other weaknesses from SFRTA's most recent financial statement audit, as well as a list of findings from internal audits conducted during the most recent fiscal period to be audited, are available for review upon request. Of these findings and other weaknesses, management believes that all items have been and continue to be resolved.

### **4.4 Working Papers**

#### **4.4.1 Retention of Working Papers**

All working papers and reports must be retained, at the Contractor's expense, for a minimum of three (3) years, unless the firm is notified in writing by SFRTA of the need to extend the retention period. The Contractor will be required to make working papers available, upon request to the following Parties or their designees:

1. SFRTA's Governing Board
2. US General Accounting Office (GAO)
3. Parties designated by the federal or state governments or by SFRTA as part of an audit quality review process
4. Auditors of entities of which SFRTA is a sub recipient of grant funds
5. Auditors of the Florida Department of Transportation.

In addition, the Contractor shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

At the completion of the audit, SFRTA shall be provided with a complete set of all working papers and resulting adjustments made, suggested or found non-material.

### **4.5 Time Requirements**

#### **4.5.1 Schedule for the First Year Audit**

SFRTA will have all records ready for audit and required management personnel available to meet with the Contractor's personnel on or about the week of August 10, 2007.

Each of the following shall be completed by the Contractor no later than the dates indicated.

1. Interim Work - Not required for the first year. To be jointly determined in subsequent years.
2. Detailed Audit Plan - The Contractor shall provide SFRTA with both a detailed audit plan and a list of all schedules to be prepared by SFRTA, by July 27, 2007.
3. Fieldwork - The Contractor shall complete all fieldwork by September 21, 2007.
4. Draft Reports - The Contractor shall have drafts of the audit reports and recommendations to management available for review by the Director of Finance and Administration by September 28, 2007. The first draft of the "Report to Management" will be sent simultaneously to SFRTA management staff and Board Members.

In review of such drafts, the Director of Finance and Administration shall provide to the Contractor a SFRTA response to any issue addressed in the "Report to Management" that may need a response. The Contractor shall include the same in its final report. If issues are included in this "Report to Management", which had been brought to the Contractor's attention by SFRTA preceding the audit or at the onset of the audit, the Contractor shall disclose same and indicate the steps that management had taken on its own, indicating that such issues were not merely or purely audit findings.

#### 4.5.2 Entrance and Progress Conferences

At a minimum, the following conferences shall be held by the dates indicated on the schedule:

##### **ACTIVITY**

##### **ENTRANCE CONFERENCE WITH THE DIRECTOR OF FINANCE AND ADMINISTRATION**

To discuss the year-end work to be performed, and to summarize the results of the preliminary review and to identify key internal controls or other matters to be tested.

##### **ENTRANCE CONFERENCE WITH ALL KEY FINANCE DEPT. PERSONNEL AND DEPARTMENT HEADS OF KEY PROGRAMS**

To discuss prior audit problems and the interim work to be performed. This meeting will be used to establish overall liaison for the audit and to make arrangements for work space and

other needs of the Contractor.

**ENTRANCE CONFERENCE WITH DIRECTOR  
OF FINANCE AND ADMINISTRATION OR HIS/HER  
DESIGNEE**

To commence year-end audit work.

**EXIT CONFERENCE WITH DIRECTOR OF  
FINANCE AND ADMINISTRATION AND DEPT.  
HEADS OF KEY PROGRAMS**

To summarize the results of the field work and to review all significant findings.

#### 4.5.3 Written Progress Reports

The Director of Finance and Administration shall prepare the format draft financial statements, notes and all required supplementary schedules and statistical data with the Contractor's assistance and review at the earliest date possible based on audit field work progress.

The Contractor shall provide all recommendations, revisions and suggestions for improvement to the Director of Finance and Administration during the statement preparation.

The Director of Finance and Administration will complete his/her review of the draft report within three days. During that period, the Contractor should be available for any meetings that may be necessary to discuss the audit reports. Once all issues for discussion are resolved, the final signed report shall be delivered to the Director of Finance and Administration within five working days.

It is anticipated that this process will be completed and the final report delivered on or before October 12, 2007.

The Final Report and forty signed copies shall be delivered to the Director of Finance and Administration at SFRTA's Administrative Offices.

#### 4.5.4 Schedule for Future Audits

A similar schedule will be developed for audits of future fiscal years within the contract period and for the optional years of the contract if SFRTA exercises its option for additional audits.

### 4.6 Available Assistance For Auditors

#### 4.6.1 Finance Department and Clerical Assistance

The Finance Department staff and responsible management personnel will be available during the audit to assist the Contractor by providing information, documentation and explanations.

The preparation of confirmations will be the clerical responsibility of SFRTA. In addition, as needed clerical support will be made available to the Contractor for the preparation of routine letters and memoranda.

Should the Director of Finance and Administration determine that staff time is lacking and such loss of assistance may delay the forward progress of the audit team's field work, he/she may elect to have the Contractor's clerical staff provide certain necessary work.

Further, should certain schedules be needed that the Finance Department cannot provide due to time restrictions, the Director of Finance and Administration may require the audit team to prepare the appropriate schedules to eliminate delays.

#### 4.6.2 Information Technology

SFRTA uses Pentium Class servers over its corporate network running Microsoft Windows 2000 & 2003 and using Microsoft's office programs. One of the servers runs SFRTA's accounting software (Tyler EDEN Version 4.1.2). None of these programs are modified by SFRTA nor does SFRTA have staff with programming expertise to make any such modification. For purposes of internal control and audit assurance, it shall be desired that the Director of Finance and Administration and Contractor determine at their initial entrance conference, the appropriate test of all "canned" programs and computer hardware which should be performed.

Systems documentation will be provided. The Contractor will be provided computer time and the use of SFRTA's computer hardware and software, if desired.

#### 4.6.3 Work Area. Telephones. Photocopying and Fax

SFRTA will provide the Contractor with reasonable workspace, desks and chairs. The Contractor will also be provided with access to one telephone, photocopying facilities and one fax machine. subject to the following restrictions:

1. Absolutely no personal phone calls, photocopies or fax transmissions will be permitted.
2. The normal office hours of SFRTA are from 8:00 a.m. to 5:00 p.m. Unless granted prior permission by the Director of Finance and Administration, the Contractor will be restricted to these hours.

#### 4.6.4 Report Preparation

Report preparation, editing and printing shall be the responsibility of the Contractor.

### **4.7 Additional Audit Work**

SFRTA may request additional auditing services to be performed for the purposes of meeting reporting requirements. In addition, SFRTA may also request specific audits to be performed of contractors or others doing business with SFRTA. This additional audit work will not be

included in the Contractor's fixed price, but rather will be performed based on the hourly fee schedule submitted with the Contractor's proposal

## EVALUATION CRITERIA

The criteria outlined below will be used in evaluating the Proposer's responses. All criteria are important.

### 1. The Firm (Maximum 40 points).

- Organization, size and structure of the firm
- Experience in auditing similar government entities
- Number of people (by level) located within the local office handling the audit

### 2. Personnel (Maximum 20 points).

- Government auditing experience of senior staff assigned to the audit
- Overall supervision to be exercised over audit by firm's management
- Relevant educational background of individuals to be assigned to audit

### 3. Audit Approach (Maximum 20 points).

- Firm's approach to accomplish the Scope of Services

### 4. Proposed Cost (Maximum 20 points).

The firm offering the lowest total price proposal shall receive 20 points for the cost criteria. The remaining firms shall be rated in accordance with the following formula:

$$\text{Score} = \left( 1 - \frac{\text{proposer cost} - \text{low cost}}{\text{low cost}} \right) \times 20$$

Scores will be rounded to the nearest 10<sup>th</sup> of a point.

BACKGROUND OF SOUTH FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY'S SELECTION COMMITTEE

Edward T. Woods, CPA: Director of Finance and Administration for SFRTA, Certified Public Accountant with the State of Florida. Ten-years with SFRTA. Responsibilities include overseeing SFRTA's Finance, Accounting, Revenue, TVM Maintenance, MIS and Budget Departments. Also oversees SFRTA's \$48 million operating budget. Twenty-six years experience in finance/accounting. Fourteen years experience in transportation.

Laura Thezine, CPA: Accounting Manager for SFRTA, Certified Public Accountant with the State of Florida. Laura's responsibilities include overseeing the daily operations of the Accounting Dept., General Ledger, Accounts Payable, Accounts Receivable, and Payroll. Over ten years experience in finance and accounting including daily cash management.

Elizabeth A. Walter: Budget and Grants Manager for SFRTA. Elizabeth's responsibilities include the overseeing the daily operations of the Budget department management for subsidy funding reimbursement for state and federal grants. Over fifteen years experience in governmental finance/accounting.

Joseph Khouzami: Accountant for SFRTA. Five years with SFRTA. Responsibilities include reconciliation of capital billings and general ledger. Handling of A/R and assisting in preparation of financial statements and year end audits. Over ten years of finance and accounting experience.

Tracking No. \_\_\_\_\_

AGENDA ITEM NO.

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

AGREEMENT NO. 05-721 RENEWAL OPTION  
ACS TRANSPORT SOLUTIONS, INC.  
TICKET VENDING MACHINE (TVM) SOFTWARE SUPPORT

REQUESTED ACTION:

MOTION TO APPROVE: The second of two (2), one (1) year renewal options to Agreement No. 05-721 between the South Florida Regional Transportation Authority (SFRTA) and ACS Transport Solutions, Inc. (formerly Ascom Automation, Inc.) in the amount of \$153,720, for TVM software maintenance and support services.

SUMMARY EXPLANATION AND BACKGROUND:

On February 25, 2005, the SFRTA Governing Board approved Agreement No. 05-721 with Ascom Automation, Inc. (ASCOM) allowing for continued TVM software maintenance and support services of existing equipment. This Agreement is for one (1) year with two (2) one-year option periods in the amount of \$156,720 per year. Exercising of the second one (1) year option is required to provide continued TVM software maintenance and support services.

Department: Finance & Information Technology    Department Director: Edward T. Woods  
Project Manager: Michael H. Kanefsky    Procurement Director: Christopher C. Bross

FISCAL IMPACT: Funds are budgeted in the FY 2006-2007, Capital Ticket Vending Machine line item.

EXHIBITS ATTACHED: N/A



Tracking No. \_\_\_\_\_  
 Page two

AGENDA ITEM NO.

AGREEMENT NO. 05-721 RENEWAL OPTION  
ASCOM AUTOMATION, INC.  
TICKET VENDING MACHINE (TVM) SOFTWARE SUPPORT

Recommended by CY Woods 01-17-07 Approved by: CL 3 1/17/07  
 Department Director Date Procurement Director Date

Authorized by Joseph G. Gatto 1/16/07 Approved as to Forth J. Dore 1/16/07  
 Executive Director Date Forth J. Dore General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro	_____ Yes _____ No	Commissioner Jeff Koons	_____ Yes _____ No
James A. Cummings	_____ Yes _____ No	John Martinez	_____ Yes _____ No
Mayor Josephus Eggelleon	_____ Yes _____ No	George A. Morgan, Jr.	_____ Yes _____ No
Marie Horenburger	_____ Yes _____ No	Bill T. Smith	_____ Yes _____ No
Neisen Kasdon	_____ Yes _____ No		

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

AGREEMENT NO. 06-621 WITH C2 GROUP, LLC FOR FEDERAL LEGISLATIVE  
CONSULTANT SERVICES

REQUESTED ACTION:

MOTION TO APPROVE: Agreement No. 06-621, between the South Florida Regional Transportation Authority (SFRTA) and C2 Group, LLC, for Federal Legislative Consultant Services for a period of two (2) years in the firm fixed amount of \$120,000 per year with three (3) one (1) year options, in the firm fixed amount of \$120,000 for option year one (1) and \$144,000 per year for option years two (2) and three (3).

SUMMARY EXPLANATION AND BACKGROUND:

On September 22, 2006, the Governing Board approved the Scope of Services, Evaluation Criteria, and Evaluation and Selection Committee for a Request for Proposal (RFP) for Federal Legislative Consultant Services. The Evaluation and Selection Committee consisted of Jack Stephens, Deputy Executive Director, William Cross, Manager of Planning and Capital Development, and Cheryl Clark Naft, Government Affairs Manager.

On December 20, 2006, SFRTA's Evaluation and Selection Committee (Exhibit 1) met and evaluated the three (3) proposals received. The Committee selected C2 Group, LLC as the highest ranked firm to assist staff in securing support of SFRTA's programs and projects in Washington, DC. The scope of services to be provided under this Agreement will cover the full range of activities required to effectuate the SFRTA's transportation and land use activities and programs.

(Continued on Page 2)

Department: Planning & Capital Development  
Project Manager: Cheryl Clark Naft

Department Director: Jack Stephens  
Contracts Director: Chris Bross

FISCAL IMPACT: Funding in the amount of \$10,000 per month is included in the FY 2006-2007 Operating Budget.

EXHIBITS ATTACHED: Exhibit 1- Evaluation and Selection Committee Recommendation  
Exhibit 2- Agreement No. 06-621

AGREEMENT NO. 06-621 WITH C2 GROUP LLC FOR FEDERAL LEGISLATIVE  
CONSULTANT SERVICES

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SUMMARY EXPLANATION AND BACKGROUND (Continued):

These activities may include, but are not limited to; legislative monitoring/follow-up, legislative advocacy, leadership strategy/networking, legislative services reporting and public participation activities.

The Consultant will assist staff in securing support of SFRTA's programs and projects in Washington, DC. The Consultant shall also provide expertise in government and public relations, consulting on the status of federal legislation and regulations that impact SFRTA, and consulting on annual appropriation requests.

Staff recommends approval of Agreement No. 06-621 (Exhibit 2) with C2Group, LLC for Federal Legislative Consultant Services for a period of two (2) years in the firm fixed amount of \$120,000 per year with three (3) one (1) year options, in the firm fixed amount of \$120,000 for option year one (1) and \$144,000 per year for option years two (2) and three (3).

Tracking No. \_\_\_\_\_

AGENDA ITEM NO.

Page 3

AGREEMENT NO. 06-621 WITH C2 GROUP, LLC FOR FEDERAL LEGISLATIVE  
CONSULTANT SERVICES

Recommended by: \_\_\_\_\_

Department Director Date

Approved by: \_\_\_\_\_

Contracts Director

Date

Authorized by: \_\_\_\_\_

Executive Director

Date

Approved as to Form by: \_\_\_\_\_

General Counsel

Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggellenon \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

## **Exhibit I**

**Date:** December 20, 2006

**To:** Joseph Giulietti, Executive Director

**From:** Evaluation and Selection Committee

**Subject:** RFP 06-621 for Federal Legislative Consultant Services

The purpose of this memorandum is to present to the Executive Director for approval C2 Group, LLC as the Evaluation and Selection Committee's highest ranked firm for the subject solicitation. Upon the Executive Director's concurrence with the Evaluation and Selection Committee's results, this recommendation shall be presented to the SFRTA Governing Board for approval.

### **Nature of Procurement**

SFRTA is seeking a federal legislative consultant to promote the Authority's programs and coordinate activities related to regional transportation planning with federal elected officials, the business community, trade associations and the public. Such activities may include, but are not to be limited to: legislative monitoring/follow-up, legislative advocacy, leadership strategy/networking, legislative services reporting and public participation activities. The term of the agreement will be two (2) years with SFRTA's option of extending the term for three (3) one (1) year periods.

### **Procurement History**

This Request for Proposal (RFP) was publicly advertised in three local newspapers on October 22, 2006: the Palm Beach Post, Sun-Sentinel, and Diario Las Americas. An advertisement was also placed in the Florida Administrative Weekly on October 27, 2006. Advance notice was sent to 7 firms. Three (3) firms purchased the RFP document and three (3) proposals were received on November 27, 2006.

The proposals were submitted by:

- Alcalde & Fay
- C2 Group, LLC
- Van Scoyoc Associates

An Evaluation and Selection Committee was established by the SFRTA Governing Board at the September 22, 2006 meeting and consisted of the following members:

Jack Stephens, Deputy Executive Director  
William Cross, Manager of Planning & Capitol Development  
Cheryl Clark Naft, Government Affairs Manager

After the Evaluation and Selection Committee's individual review of the proposals, the Committee met on December 20, 2006 to perform the evaluation. The evaluation and selection was conducted in accordance with the criteria listed in the RFP:

1. Qualifications of the Firm in the Areas Described in the Scope of Services (Maximum 50 points)
2. Proposed Project Manager and Project Leaders (Maximum 30 points)
3. Proposed Cost Package and Reasonableness (Maximum 20 points)

### **Analysis**

C2 Group, LLC received the highest scores from the three members of the Evaluation and Selection Committee for the following reasons:

1. Experience as SFRTA's Federal Legislative Consultant for approx. 8 years.
2. Expertise in transportation issues.
3. Extensive experience in the federal government, particularly in transit.
4. Relationships with key FTA/USDOT officials.
5. Relationships with transportation trade associations.
6. Understanding of SFRTA's issues and projects.
7. Proven successes for SFRTA in obtaining FFGA and appropriations funding.

### **Determination**

For the reasons set forth above, the Evaluation and Selection Committee has determined that RFP 06-621 for Federal Legislative Consultant Services should be awarded to C2 Group, LLC.



AGREEMENT NO. 06-621

BETWEEN

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY

AND

C2 Group, LLC

FOR

FEDERAL LEGISLATIVE CONSULTANT SERVICES

**AGREEMENT NO. 06-621**

**BETWEEN**

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

**AND**

**C2 Group, LLC**

**FOR**

**FEDERAL LEGISLATIVE CONSULTANT SERVICES**

This is an Agreement, by and between SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY, hereinafter referred to as "SFRTA",

**AND**

C2 Group, LLC, a Washington DC Limited Liability Corporation, authorized to and doing business in the State of Florida, hereinafter referred to as "CONTRACTOR".

**DEFINITIONS**

For the purposes of this Agreement and the various covenants, conditions, terms, and provisions which follow, the definitions and identifications set forth below are assumed to be true and correct and are agreed upon by the parties.

- a. Board. The Board and governing body of the SFRTA, created pursuant to Chapter 343, Florida Statutes (2003).
- b. Contract Administrator. The Executive Director for SFRTA or appointed designee. In the administration of this Agreement, all parties may rely upon the instructions or determinations made by the Contract Administrator.
- c. Contractor. The Contractor selected to perform the services pursuant to this Agreement is C2 Group, LLC.
- d. Project. Providing all services described in the Contract Documents.
- e. Project Manager. A person supplied by SFRTA and the single point of contact for Contractor with SFRTA.



## **PREAMBLE**

In order to establish the background, context, and frame of reference for this Agreement and to generally express the objectives and intentions of the respective parties herein, the following statements, representations, and explanations shall be accepted as predicated for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual consideration upon which this Agreement is based.

- A Request for Proposal was advertised by SFRTA as RFP No. 06-621, for FEDERAL LEGISLATIVE CONSULTANT SERVICES, and CONTRACTOR was determined to be the most qualified responsive and responsible respondent.

CONTRACTOR covenants and agrees to perform all obligations of CONTRACTOR set forth in this Agreement and in the documents listed below, which documents are incorporated herein by reference and which documents together with this Agreement are hereinafter called "Contract Documents".

RFP Requirements and Instructions to Contractors  
General Terms and Conditions  
Scope of Work  
Definition of Terms  
Advertisement  
All Exhibits and Attachments  
Addendum No. 1  
Contractor's Proposal  
Proposal Form  
Price Proposal Form  
Contractor's Qualification Certification  
Key Employee Certification  
Drugfree Workplace Certification  
Debarment & Suspension Certification  
Certification of Restriction on Lobbying  
Truth in Negotiation Certificate  
Declaration of Non-Collusion Certification

## **TERM**

The period of performance shall be for a term of two (2) years from the issuance of a Notice to Proceed, with SFRTA's sole option to renew for an additional three (3) one (1)-year option periods.

## **COMPENSATION**

SFRTA agrees to pay the CONTRACTOR compensation as specified in the CONTRACT DOCUMENTS the firm fixed price of One Hundred Twenty Thousand Dollars (\$120,000) annually for a term of two (2) years from the issuance of a Notice to Proceed.

## **ADDRESSES**

### CONTRACTOR:

C2 Group, LLC  
101 Constitution Avenue, NW  
Suite 900  
Washington, DC 20001

### SFRTA:

South Florida Regional Transportation Authority  
800 NW 33 Street  
Suite 100  
Pompano Beach, FL 33064

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective date under each signature: **C2 Group, LLC**, signing by and through its President, duly authorized to execute same and **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**, signing by and through its Chair, authorized to execute same by Board action on the \_\_\_\_ day of \_\_\_\_\_, 2006.

SFRTA

ATTEST:

SOUTH FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

\_\_\_\_\_  
JOSEPH GIULIETTI  
EXECUTIVE DIRECTOR

By \_\_\_\_\_  
COMMISSIONER BRUNO BARREIRO, CHAIR

\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(SFRTA SEAL)

Approved as to form by:

\_\_\_\_\_  
CHRIS BROSS, Director  
Procurement

\_\_\_\_\_  
GREENBERG TRAURIG, P.A.  
General Counsel, SFRTA

ATTEST:

\_\_\_\_\_  
WITNESS

C2 Group, LLC

\_\_\_\_\_  
*John A. Clive*  
PRESIDENT OR VICE-PRESIDENT

(Corporate Seal)

4<sup>th</sup> DAY OF January, 2007

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

MODIFICATION TO PURCHASE ORDER NO.05-000380 WITH  
HOLLAND & KNIGHT, LLP FOR SPECIAL LEGAL SERVICES RELATED  
TO THE BOCA RATON PHASE II JOINT DEVELOPMENT PROJECT

REQUESTED ACTION:

MOTION TO APPROVE: Modification to Purchase Order No. 05-000380 between South Florida Regional Transportation Authority (SFRTA) and Holland & Knight, LLP for Special Legal Services related to the Boca Raton Phase II Joint Development Project in the not-to exceed amount of \$16,818.36.

SUMMARY EXPLANATION AND BACKGROUND:

On March 24, 2006, the SFRTA Governing Board approved a modification in the amount of \$50,000 to Purchase Order No. 05-000380 between SFRTA and Holland & Knight for a total purchase order amount of \$100,000, for special legal services related to the Boca Raton Phase II Joint Development Project. Such special legal services included preparing counterproposals, conducting negotiations, and finalizing a mutually beneficial ground lease between San Remo Developments (Preferred Developer) and SFRTA.

On March 24, 2006, the Property Committee moved to direct staff to engage in final negotiations with the Preferred Developer and bring back a fair proposal to the Property Committee at the April 28, 2006 meeting.

On April 28, 2006, staff presented the Property Committee with information regarding a new appraisal amount for the Phase II site. This amount reflected an increase in value of the property of approximately \$2,150,000. In light of this new information, the Property Committee directed staff to try to re-negotiate the economic terms of the lease with the Preferred Developer and bring back a more equitable proposal to the Property Committee.

Department: Planning & Capital Development  
Project Manager: Loraine Kelly-Cargill

Department Director: Jack Stephens  
Procurement Director: Chris Bross

FISCAL IMPACT: Funding in the amount of \$16,818.36 will be funded from SFRTA's Fiscal Year 2006- 2007 Operating Budget.

EXHIBITS ATTACHED: None

MODIFICATION TO PURCHASE ORDER NO.05-000380 WITH  
HOLLAND & KNIGHT, LLP FOR SPECIAL LEGAL SERVICES RELATED  
TO THE BOCA RATON PHASE II JOINT DEVELOPMENT PROJECT

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Staff along with Mr. George Morgan continued to negotiate with the Preferred Developer from the period of May 2006 thru August 2006 to reach a consensus on the terms of a Lease Agreement to no avail. On August 25, 2006, the Property Committee agreed to cancel on-going negotiations with the Preferred Developer. This amount of \$16,818.36 represents legal fees incurred throughout the on-going negotiations with the Preferred Developer for the period of May through August 2006.

MODIFICATION TO PURCHASE ORDER NO.05-000380 WITH  
HOLLAND & KNIGHT, LLP FOR SPECIAL LEGAL SERVICES RELATED  
TO THE BOCA RATON PHASE II JOINT DEVELOPMENT PROJECT

Recommended by: Jack Stephens 1/17/07 Approved by: Cliff 1/17/07  
Department Director Date Contracts Director Date

Authorized by: [Signature] 1/17/07 Approved as to Form by: \_\_\_\_\_  
Executive Director Date General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro	_____ Yes _____ No	Commissioner Jeff Koons	_____ Yes _____ No
James A. Cummings	_____ Yes _____ No	John Martinez	_____ Yes _____ No
Mayor Josephus Eggelletion	_____ Yes _____ No	George A. Morgan, Jr.	_____ Yes _____ No
Marie Horenburger	_____ Yes _____ No	Bill T. Smith	_____ Yes _____ No
Neisen Kasdin	_____ Yes _____ No		

Tracking No. \_\_\_\_\_  
Page 3

AGENDA ITEM NO.

**MODIFICATION TO PURCHASE ORDER NO.05-000380 WITH  
HOLLAND & KNIGHT, LLP FOR SPECIAL LEGAL SERVICES RELATED  
TO THE BOCA RATON PHASE II JOINT DEVELOPMENT PROJECT**

Recommended by: \_\_\_\_\_ Approved by: \_\_\_\_\_  
Department Director Date Contracts Director Date

Authorized by: \_\_\_\_\_ Approved as to Form by: \_\_\_\_\_  
Executive Director Date General Counsel Date

**Board Action:**

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote:            Unanimous

**Amended Motion:**

Commissioner Bruno Barreiro	_____Yes _____No	Commissioner Jeff Koons	_____Yes _____No
James A. Cummings	_____Yes _____No	John Martinez	_____Yes _____No
Mayor Josephus Eggelston	_____Yes _____No	George A. Morgan, Jr.	_____Yes _____No
Marie Horenburger	_____Yes _____No	Bill T. Smith	_____Yes _____No
Neisen Kasdin	_____Yes _____No		

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

BOCA RATON STATION PHASE II JOINT DEVELOPMENT PROJECT  
IMPLEMENTATION SCHEDULE

REQUESTED ACTION:

MOTION TO APPROVE: Implementation Plan for Tri-Rail Boca Raton Station Phase II Joint Development Project.

SUMMARY EXPLANATION AND BACKGROUND:

At the August 25, 2006 Property Committee meeting, the Property Committee agreed to cancel on-going negotiations with San Remo developments and directed Mr. George Morgan and SFRTA staff to meet with the City of Boca Raton (City) to discuss the development potential of SFRTA's Boca Raton Station Phase II Joint Development Project (Phase II Project) and report these discussions back to the Property Committee.

On September 14, 2006, staff met with Carmen Annunziato, City Planning and Zoning Director, and Jorge Camejo, City Director of Development Services. The possibility of modifying the development program from 50,000 square feet of office and up to 20,000 square feet of retail to 60,000 square feet of office and only 10,000 square feet of retail, to better align with the market, was discussed. City Staff was generally supportive of the concept. The City also confirmed that the Development of Regional Impact (DRI) for the Boca T-Rex Development was currently extended through November 30, 2008 allowing the SFRTA a two-year timeframe to secure a building permit.

(Continued on Page 2)

Department: Planning & Capital Development  
Project Manager: Loraine Kelly-Cargill

Department Director: Jack Stephens  
Contracts Director: Chris Bross

FISCAL IMPACT: Funding for this project in the amount of \$195,000 will be funded from SFRTA's Fiscal Year 2006- 2007 Capital Improvement Program.

EXHIBITS ATTACHED:

Exhibit 1-	Cost Estimates from Siemon & Larsen, Kimley-Horn & Associates and Treasure Coast Regional Planning Council
Exhibit 2-	Phase II Joint Development Project Implementation Plan



BOCA RATON STATION PHASE II JOINT DEVELOPMENT PROJECT  
IMPLEMENTATION SCHEDULE

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SUMMARY EXPLANATION AND BACKGROUND (Continued):

In order to expedite the development process, the City staff suggested that: (1) SFRTA perform all due diligence work and obtain the necessary City approvals prior to securing a developer for the Property; and (2) that SFRTA assemble a consultant team who is familiar with the City's site planning approval process.

On December 1, 2006, Mr. Morgan and staff met with Mr. Steven Abrams, City Mayor and Mr. Leif Ahnell, City Manager. Both were supportive of the SFRTA plans to develop the Phase II Project to accommodate 60,000 square feet of office and 10,000 square feet of retail, and generally supportive of less restrictive signage for the retail.

At the December 15, 2006 Property Committee Meeting, the Property Committee requested staff to bring back a list of consultants and their cost estimates for implementing the Phase II Project. The Consultant Team being proposed includes Siemon & Larsen to resolve DRI and Zoning issues related to the site; Kimley-Horn & Associates to perform an updated Traffic Study, Market Study and assist with Bid Preparations; and the Treasure Coast Regional Planning Council who will assist with site plan reviews and coordination and approval of developer's site plan with the City. The total cost for consultant services are estimated at \$195,000, including a 15% contingency (Exhibit 1.)

Staff has determined through preliminary discussions with our proposed consulting team that the DRI must be amended through a Notice of Proposed Change (NOPC) process to convert the entitlements to 60,000 square feet of office and 10,000 square feet of retail. A time extension of at least two years to the DRI would also be pursued as part of the NOPC. Exhibit 2 provides an implementation plan for developing the Phase II Project and obtaining a building permit from the City by December 2008.

**BOCA RATON STATION PHASE II JOINT DEVELOPMENT PROJECT**  
**IMPLEMENTATION SCHEDULE**

Recommended by: Jack Stephens 1/17/07 Approved by: CL-3 1/17/07  
 Department Director Date Contracts Director Date

Authorized by: Jack Stephens 1/17/07 Approved as to Form by: J. Quinn 1/16/07  
 Executive Director Date Staff Counsel Date

Board Action:

Approved: ☐ Yes ☐ No

Vote: ☐ Unanimous

Amended Motion:

Commissioner Bruno Barreiro	<input type="checkbox"/> Yes <input type="checkbox"/> No	Commissioner Jeff Koons	<input type="checkbox"/> Yes <input type="checkbox"/> No
James A. Cummings	<input type="checkbox"/> Yes <input type="checkbox"/> No	John Martinez	<input type="checkbox"/> Yes <input type="checkbox"/> No
Mayor Josephus Eggelletion	<input type="checkbox"/> Yes <input type="checkbox"/> No	George A. Morgan, Jr.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Marie Horenburger	<input type="checkbox"/> Yes <input type="checkbox"/> No	Bill T. Smith	<input type="checkbox"/> Yes <input type="checkbox"/> No
Neisen Kasdin	<input type="checkbox"/> Yes <input type="checkbox"/> No		

<b>MEMORANDUM</b>	
TO	Lorraine Cargill, Transportation Planning Manager, SFRTA
FROM	Kim DeLaney, Growth Management Coordinator, TCRPC
DATE	January 5, 2007
RE	Boca TOD Cost Estimate

Per your request, the Treasure Coast Regional Planning Council (TCRPC) has developed a potential scope of tasks to be completed for the selection, review, evaluation, and approval of a transit oriented development (TOD) at the Boca Raton Tri-Rail station. This work would be completed via an interagency agreement between the South Florida Regional Transportation Authority (SFRTA) and TCRPC.

Based on our discussions, it is our understanding the tasks requested of TCRPC would consist generally of the following:

Participate in Selection Committee
Preliminary Meeting with Selected Proposer for presentation of proposed site plan concept
Preliminary Meeting with City staff
Review site plan per City regulations & codes
Provide written critique of proposed site plan concept
Review 30/60/100% plans
Follow-up Meetings with Proposer
Preliminary workshop with City Commission (before Commission public hearings)
Four public hearings with City to approve development as conditional use (1 Community Appearance Board, 1 Planning & Zoning, 2 City Commission)
Three public hearings with SFRTA (2 Property Committee, 1 Board)
Coordinate TOD development with City pending multi-modal land use evaluation (types of land uses, land use configuration, multi-modal interconnectivity through Dec 2007)

These tasks are estimated to consume between 275 and 350 hours of staff time, which equates to an estimated cost between \$30,250 and \$38,500 given current billable rates in the existing SFRTA/TCRPC contract.

In addition, as requested, we have developed a scope of tasks for the economic evaluation of proposals for the site. Based on discussions with three economic consulting firms, the range of tasks applicable to this project include the following:

Develop baseline fair market return to SFRTA for variety of potential uses (e.g., retail, office, residential, mix of uses)
Evaluate proposed lease terms/rates for SFRTA from a single top-ranked proposal or several short-listed proposals

Depending on the depth and type of analysis desired by the SFRTA, the cost estimates for economic analysis range from \$15,000 to \$25,000.

Please let me know if you need additional information. Thank you.



Kimley-Horn  
and Associates, Inc.

January 10, 2007

Ms. Loraine Cargill  
Transportation Planning Manager  
South Florida Regional Transportation Authority  
800 NW 33<sup>rd</sup> Street, Suite 100  
Pompano Beach, FL 33064

■  
Suite 109  
5200 N.W. 33rd Avenue  
Ft. Lauderdale, Florida  
33309

**Re: *Tri-Rail Boca Raton Station  
Phase II Joint Development Project***

Dear Loraine:

We are very interested in assisting with the traffic and market analysis for the Tri-Rail Boca Raton Station Phase II Joint Development Project. Our understanding of the required analysis and our fee estimate for these services are provided below.

**Traffic Analysis**

One of the traffic engineers in our office is familiar with the Boca Technology Center DRI and believes that a NOPC will be required due to expiration of the DRI and the change in land use. In addition, the City of Boca Raton will require a site specific traffic impact study.

The fees for the traffic analysis are estimated as follows:

- DRI NOPC Traffic Analysis - \$10,000 to \$12,000
- City of Boca Raton Site Specific Traffic Impact Study - \$5,000 to \$7,500

**Market Analysis**

The market analysis would be performed by Integra Realty Resources and tasks would include the following:

- Inspecting the site and surrounding market area
- Conducting relevant market research and identifying within the submarket trade area comparable/competitive developments in terms of development size, type of tenants and uses, lease rates, occupancies, and other information
- Providing an optimum development scenario and potential lease rates for subtenants of the office and retail components of the proposed development
- Providing recommendations as to the optimum development scenario that would be compatible with the Boca Tri-Rail Station.



Kimley-Horn  
and Associates, Inc.

Mr. Loraine Cargill, January 10, 2007, Page 2

The fees for the market analysis are estimate as follows:

- Market Analysis - \$25,000 to \$30,000

Please contact me if you have any questions with the above or if you would like to discuss our understanding of the project. Thanks for your consideration and we look forward to serving the SFRTA on this project.

Very truly yours,

**KIMLEY-HORN AND ASSOCIATES, INC.**

Gregory S. Kyle, AICP  
Project Manager

O:\gkyle\SFRTA\Work Order 11\Fee Estimate 011007.doc

# **SIEMON & LARSEN, P.A.**

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Mizner Park  
433 Plaza Real, Suite 339, Boca Raton, Florida 33432  
Telephone (561) 368-3808 - Facsimile (561) 368-4008  
E-Mail - info@siemonlarsen.com

January 8, 2007

Loraine Cargill  
Transportation Planning Manager / EEO Officer  
South Florida Regional Transportation Authority  
800 NW 33rd Street, Suite 100  
Pompano Beach, FL 33064

*RE: Modification to Boca Technology Center DRI & related matters*

Dear Loraine:

You have asked our firm to prepare a preliminary cost estimate for our professional services and a timeline of the necessary steps in order to do two things: (1) modify the Boca Technology Center DRI in order to extend the buildout date beyond the current buildout date of November 30, 2008 and allow SFRTA to build 60,000 square feet of office and 10,000 square feet of transit oriented retail as a part of a future Phase 2 of the Boca Tri-Rail station instead of what is currently allowed which is 50,000 square feet of office and 20,000 square feet of transit oriented retail; (2) petition the City of Boca Raton to modify or eliminate some of the restrictive provisions of the Intermodal Node Conditional Use section of the Light Industrial Research Park (LIRP) zoning district that was put in place during the establishment of the conditional use over three years ago.

Our fees would be billed on a time and expense basis. As a normal matter, we would not expect our fees for both matters above to exceed \$50,000. This does not include any application fees that would be collected by various governmental organizations in order to process the applications. According to the latest application fees for the City of Boca Raton, a text amendment to the zoning code would cost \$701.00 and an NOPC (Notice of Proposed Change) to a DRI would cost \$3,631.00. Additionally, the Treasure Coast Regional Planning Council (TCRPC) requires a non-refundable review fee of \$2,500.00 for an NOPC.

Attached to this letter is a timeline of events, should we be given authority to proceed on January 26, 2007. As you will notice, the timeline for the amendment to the zoning code follows the same path as the NOPC. We have tentatively assumed that the City would want the two items that are related to follow the same path. However, often a matter such as a text amendment to the zoning code can drag through the City's review procedures and it might end up taking awhile longer to complete. Also, in spite of statutory guidelines, Boca Raton often takes longer when it comes to scheduling items for public hearing so the dates we have outlined for the public hearings are subject to change.

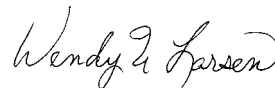
Loraine Cargill  
Page 2 of 2  
January 8, 2007

After reviewing the background materials, including the latest DRI as amended by the Stile Corporation in 2006, our preliminary analysis is that the additional 10,000 square feet of office that SFRTA desires to build, along with an extension of the buildout date of less than five (5) years, would not constitute a substantial deviation to the BTC DRI and that only the NOPC process<sup>1</sup> to amend the DRI would be required. It is our understanding that the additional 10,000 square feet of office would have to be added into the DRI and tested for road concurrency. Because the retail that was approved for the site was “transit-oriented” retail, it was not tested for road concurrency purposes. Therefore, by giving up 10,000 square feet of the transit oriented retail, SFRTA cannot “convert” or “gain” back any equivalent amount of office, i.e. the transit oriented retail has no value with regard to traffic.

The worst-case analysis for this process is that the local or regional government determines that the changes to the DRI are substantial in nature, which would require a complete DRI review of the proposed changes to the DRI. This would incur additional time to the process of about 200 days and a review fee to TCRPC of \$35,000.00. The statutes provide criteria for the definition of “substantial deviation” and our preliminary analysis is that the proposed changes do not meet the definition.

Please do not hesitate to contact us with any questions.

Sincerely,

A handwritten signature in cursive script that reads "Wendy U. Larsen".














Wendy U. Larsen



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<sup>1</sup> As shown in the attached timeline.



**SFRTA -- timeline for NOPC to DRI and revision to Zoning Code**

ID	Task Name	Duration	Start	Finish	January 1	January 2	February	March 1	March 21	April 11	May 1	May 21	June 11
1	<b>NOPC to Boca Technology Center DRI</b>	<b>114 days</b>	<b>Mon 1/29/07</b>	<b>Tue 5/22/07</b>									
2	Background research/preparation of application materials	30 days	Mon 1/29/07	Tue 2/27/07									
3	Apply for NOPC	1 day	Wed 2/28/07	Wed 2/28/07									
4	RPC/DCA review period for NOPC	45 days	Thu 3/1/07	Sat 4/14/07									
5	Planning & Zoning Board (within 15 days of receipt of comments from RPC/DCA)	1 day	Thu 5/3/07	Thu 5/3/07									
6	City Council	1 day	Tue 5/22/07	Tue 5/22/07									
7	<b>Revise Conditional Intermodal Node Zoning Regulations</b>	<b>135 days</b>	<b>Mon 1/29/07</b>	<b>Tue 6/12/07</b>									
8	Preparation of application materials	30 days	Mon 1/29/07	Tue 2/27/07									
9	Apply for zoning text amendment	1 day	Wed 2/28/07	Wed 2/28/07									
10	City review of text amendment to zoning code, including applicant revisions	45 days	Thu 3/1/07	Sat 4/14/07									
11	Planning & Zoning Board	1 day	Thu 5/3/07	Thu 5/3/07									
12	City Council 1st reading	1 day	Tue 5/22/07	Tue 5/22/07									
13	City Council 2nd reading	1 day	Tue 6/12/07	Tue 6/12/07									

Start Date Finish Date Data Date Run Date © Primavera Systems, Inc.		05OCT06 31DEC08 01JAN07 11JAN07 11:17				TOD4  Sheet 1 of 1				<table><tr><th>Date</th><th>Revision</th><th>Checked</th><th>Approved</th></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table>		Date	Revision	Checked	Approved												
Date	Revision	Checked	Approved																								
						TRI-RAIL BOCA RATON STATION PHASE II JOINT DEVELOPMENT PROJECT																					

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

AGREEMENT NO. 06-101 FOR  
TRANSITION, DISPATCHING, TRAIN CONTROL AND YARD SERVICES

REQUESTED ACTION:

MOTION TO APPROVE: Agreement No. 06-101, between the South Florida Regional Transportation Authority (SFRTA) and National Railroad Passenger Corporation (AMTRAK) for Transition, Dispatching, Train Control and Yard Services for the South Florida Rail Corridor for a period of five years with five one-year option periods, in the maximum not-to-exceed amount of \$15,809,293.00 for the initial five year term.

SUMMARY EXPLANATION AND BACKGROUND:

On September 22, 2006, the Governing Board approved two motions: (a) Evaluation Criteria for Issuance of Request for Proposal No. 06-101 for Transition, Dispatching, Train Control and Yard Services for the South Florida Rail Corridor and (b) Evaluation and Selection Committee for the analysis and ranking of Proposals.

The RFP was issued and advertised. Eight firms purchased the RFP documents and one proposal was received from the National Railroad Passenger Corporation (AMTRAK) by the deadline of January 12, 2007.

On January 19, 2007, SFRTA's Evaluation and Selection Committee met and evaluated the single proposal received. The Committee unanimously determined to recommend the selection of AMTRAK to provide the required services. The scope of services to be provided under this Agreement will cover dispatching of passenger trains over the New River Bridge Flyover Carve Out and full Dispatch of the SFRC when full phase B implementation between FDOT and CSX is finalized. Dispatching on the Central Florida corridor is also included in the scope of services but would be for an additional cost.

FISCAL IMPACT: Funding for FY 2006-07 is available as provided in approved FDOT JPA, as supplemented, in the amount of \$1,386,000 for New River Bridge Carve-Out activities. JPA Supplemental # 1 is scheduled to be presented for approval before the Governing Board at the January 26, 2007 meeting.

Department: Operations  
Project Manager: Bradley Barkman

Department Director: Bradley Barkman  
Procurement Director: Christopher Bross

EXHIBITS ATTACHED:    Exhibit 1 – Agreement No. 06-101  
                                      Exhibit 2 – Evaluation/Selection Committee Recommendation

AGREEMENT NO. 06-101 FOR  
TRANSITION, DISPATCHING, TRAIN CONTROL AND YARD SERVICES

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Recommended by: B Barkman 1/25/07  
Department Director Date

Approved by: Chris Basso 1/25/07  
Contracts Director Date

Authorized by: [Signature] 1/25/07  
Executive Director Date

Approved as to Form by: \_\_\_\_\_  
General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No  
Commissioner Josephus Eggelletion \_\_\_\_\_ Yes \_\_\_\_\_ No  
Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No  
John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No  
Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

James A .Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No  
Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No  
Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No  
George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Tracking No. \_\_\_\_\_

AGENDA ITEM NO.

Page 2

AGREEMENT NO. 06-101 FOR  
TRANSITION, DISPATCHING, TRAIN CONTROL AND YARD SERVICES

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Recommended by \_\_\_\_\_  
 Department Director Date

Approved by \_\_\_\_\_  
 Contracts Director Date

Authorized by \_\_\_\_\_  
 Executive Director Date

Approved as to Form \_\_\_\_\_  
 General Counsel Date

*[Signature]* 1/24/07  
 General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Josephus Eggelerion \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No



**AGREEMENT NO. 06-101**

**BETWEEN**

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

**AND**

**NATIONAL RAILROAD PASSENGER CORPORATION (AMTRAK)**

**FOR**

**TRANSITION, DISPATCHING, TRAIN CONTROL  
AND YARD SERVICES**

**AGREEMENT NO. 06-101**

BETWEEN

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

AND

**NATIONAL RAILROAD PASSENGER CORPORATION (AMTRAK)**

FOR

**TRANSITION, DISPATCHING, TRAIN CONTROL AND YARD SERVICES**

This is an Agreement, by and between SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY, hereinafter referred to as "SFRTA",

AND

NATIONAL RAILROAD PASSENGER CORPORATION (AMTRAK), a District of Columbia corporation, authorized to and doing business in the State of Florida, hereinafter referred to as "CONTRACTOR".

**DEFINITIONS**

For the purposes of this Agreement and the various covenants, conditions, terms, and provisions which follow, the definitions and identifications set forth below are assumed to be true and correct and are agreed upon by the parties.

- a. Board. The Board and governing body of the SFRTA, created pursuant to Chapter 343, Florida Statutes (2003).
- b. Contract Administrator. The Executive Director for SFRTA or appointed designee. In the administration of this Agreement, all parties may rely upon the instructions or determinations made by the Contract Administrator.
- c. Contractor. The Contractor selected to perform the services pursuant to this Agreement is National Railroad Passenger Corporation (AMTRAK).
- d. Project. Providing all services described in the Contract Documents.
- e. Project Manager. A person supplied by SFRTA and the single point of contact for Contractor with SFRTA.

## **PREAMBLE**

In order to establish the background, context, and frame of reference for this Agreement and to generally express the objectives and intentions of the respective parties herein, the following statements, representations, and explanations shall be accepted as predicated for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual consideration upon which this Agreement is based.

- A Request for Proposal was advertised by SFRTA as RFP No. 06-101, for TRANSITION, DISPATCHING, TRAIN CONTROL AND YARD SERVICES, and CONTRACTOR was determined to be the most qualified responsive and responsible respondent.

CONTRACTOR covenants and agrees to perform all obligations of CONTRACTOR set forth in this Agreement and in the documents listed below, which documents are incorporated herein by reference and which documents together with this Agreement are hereinafter called "Contract Documents".

RFP Requirements and Instructions to Contractors  
General Terms and Conditions  
Special Terms and Conditions  
Scope of Work  
Definition of Terms  
Advertisement  
All Exhibits and Attachments  
Addendum No. 1 - 3  
Contractor's Proposal  
Proposal Form  
Price Proposal Form  
Contractor's Qualification Certification  
Key Employee Certification  
DBE Participation Schedule  
Drugfree Workplace Certification  
Debarment & Suspension Certification  
Certification of Restriction on Lobbying  
Truth in Negotiation Certificate  
Declaration of Non-Collusion Certification  
Schedule of Subcontractors  
Intent to Perform as a Subcontractor  
Certificate of Disbursement of Previous Periodic Payment to Subcontractors  
Subcontractors Certificate of Previous Payment  
Monthly Subcontractor Utilization Report  
Monthly Employee Utilization Report



## **TERM**

The period of performance shall be for a term of five (5) years from the Service Commencement Date, with SFRTA's sole option to renew for an additional five (5) one (1) year option periods.

## **COMPENSATION**

SFRTA agrees to pay the CONTRACTOR compensation as specified in the CONTRACT DOCUMENTS the total not-to-exceed amount of Fifteen Million Eight Hundred Nine Thousand Two Hundred Ninety-three Dollars (\$15,809,293.00), which includes a maximum potential On-Time Performance Incentive of \$100,000.00 per year.

## **ADDRESSES**

### CONTRACTOR:

National Railroad Passenger Corporation (AMTRAK)  
60 Massachusetts Avenue, N.E.  
Washington DC 20002

Attn: Gilbert Mallery

### SFRTA:

South Florida Regional Transportation Authority (SFRTA)  
800 N.W. 33 Street  
Suite 100  
Pompano Beach, FL 33064

Attn: Bradley Barkman

**IN WITNESS WHEREOF**, the parties have made and executed this Agreement on the respective date under each signature: **NATIONAL RAILROAD PASSENGER CORPORATION (AMTRAK)**, signing by and through its \_\_\_\_\_, duly authorized to execute same and **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**, signing by and through its Chair, authorized to execute same by Board action on the \_\_\_\_ day of \_\_\_\_\_, 2007.

SFRTA

ATTEST:

SOUTH FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

\_\_\_\_\_  
JOSEPH GIULIETTI  
EXECUTIVE DIRECTOR

By \_\_\_\_\_  
COMMISSIONER BRUNO BARREIRO, CHAIR

\_\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(SFRTA SEAL)

Approved as to form by:

\_\_\_\_\_  
CHRIS BROSS, Director  
Procurement

\_\_\_\_\_  
GREENBERG TRAURIG, P.A.  
General Counsel, SFRTA

ATTEST:

NATIONAL RAILROAD PASSENGER CORP.  
(AMTRAK)

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
PRESIDENT OR VICE-PRESIDENT

(Corporate Seal)

\_\_\_\_\_ DAY OF \_\_\_\_\_, 2007

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective date under each signature: **NATIONAL RAILROAD PASSENGER CORPORATION (AMTRAK)**, signing by and through its \_\_\_\_\_, duly authorized to execute same and **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**, signing by and through its Chair, authorized to execute same by Board action on the \_\_\_\_ day of \_\_\_\_\_, 2007.

SFRTA

ATTEST:

SOUTH FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

\_\_\_\_\_  
JOSEPH GIULIETTI  
EXECUTIVE DIRECTOR

By \_\_\_\_\_  
COMMISSIONER BRUNO BARREIRO, CHAIR

\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(SFRTA SEAL)

Approved as to form by:

\_\_\_\_\_  
CHRIS BROSS, Director  
Procurement

  
\_\_\_\_\_  
GREENBERG TRAUIG, P.A.  
General Counsel, SFRTA

ATTEST:

NATIONAL RAILROAD PASSENGER CORP.  
(AMTRAK)

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
PRESIDENT OR VICE-PRESIDENT

\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(Corporate Seal)



EXHIBIT 2

**Date:** January 22, 2007  
**To:** Joseph Giulletti, Executive Director  
**From:** Evaluation and Selection Committee (B)  
**Subject:** RFP 06-101 for "Transition, Dispatch, Train Control and Yard Services"

The purpose of this memorandum is to present to the Executive Director for approval The National Railroad Passenger Corporation (AMTRAK) as the Evaluation and Selection Committee's recommended firm for the subject solicitation. Upon the Executive Director's concurrence with the Evaluation and Selection Committee's recommendation, this recommendation shall be presented to the SFRTA Board of Directors for approval.

#### **Nature of Procurement**

The purpose of this Request for Proposal (RFP) is to enter into an Agreement with a qualified Contractor to provide Transition, Dispatch, Train Control and Yard services, including dispatching SFRTA trains along with CSXT, Amtrak, and other trains along the South Florida Rail Corridor. The initial dispatching Train Traffic Control services that the selected Contractor will perform may be restricted to passenger trains on the trackage on and in the vicinity of the New River Bridge Carve Out. Additionally, Contractor may be required to provide dispatching services for freight and passenger trains on future State of Florida owned or operated rail corridors and/or corridors owned or operated on by other public transit agencies within the State of Florida. The term of the Agreement will be five (5) years, with five (5), one (1) year option periods.

#### **Procurement History**

SFRTA began advertising this Request for Proposal (RFP) on October 6, 2006. Advance notice was sent to 17 firms from SFRTA's vendor database/referral list and 45 firms received notice via Demandstar. The RFP was also publicly advertised in three local newspapers and the Florida Administrative Weekly. Eight (8) firms purchased the RFP document and one (1) proposal was received on January 12, 2007.

The one proposal was submitted to SFRTA by:

- National Railroad Passenger Corporation (AMTRAK)

During the initial responsiveness check of proposals by the Procurement Department, AMTRAK met the submission requirements for RFP 06-101.

RFP 06-101 RECOMMENDATION

An Evaluation and Selection Committee was established by the SFRTA Board of Directors at the September 22, 2006 meeting and consisted of the following members:

Brad Barkman, Director of Operations SFRTA  
Ed Byers, Operations Manager SFRTA  
Ed Woods, Director of Finance and Information Technology SFRTA  
Mike Zeitz, Project Manager SFRTA  
Bob Hines, Railroad Safety and Inspection Engineer FDOT

After the Evaluation and Selection Committee's individual review of the proposal, the Committee met on January 19, 2007 to perform the evaluation and open the price proposal.

The evaluation for the proposal was conducted in accordance with the criteria listed in the RFP:

1. Evaluation of Plans (Maximum 25 points)
2. Qualification/Experience (Maximum 25 points)
3. Cost (Maximum 25 points)
4. Approach to Transition (Maximum 15 points)
5. Service and innovation (Maximum 10 points)

#### Analysis

The Committee initially discussed the financial capacity of the proposer and SFRTA's Director of Finance and Information Technology presented his analysis. Although AMTRAK's financial stability is predicated on federal funding, the company was determined to be financially capable to perform the required services and its Proposal was determined by the Committee to be responsible and responsive to the requirements of the RFP. The Committee then discussed the proposal strengths and weaknesses for each criteria and AMTRAK was found to be technically qualified by the Evaluation and Selection Committee as listed below:

1. Transition, Management, Staffing, and Safety Plans are all technically sound;
2. Experience providing dispatch services for other passenger rail entities;
3. Have established training programs for dispatchers;
4. Have the ability to qualify employees on CSXT rules;
5. Currently familiar with operations on the South Florida Rail Corridor;
6. Resumes of proposed individuals demonstrate high levels of experience;
7. Familiarity with labor relations.

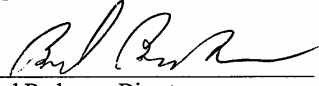
Out of a maximum 75 points for the technical evaluation, AMTRAK received a score of 62.8 which equates to 84%. The Committee unanimously determined that AMTRAK's submittal was technically sound and proceeded with the opening of the price proposal. AMTRAK's price proposal was \$32,513,675 for the full ten year term, which exceeded the original estimate of \$27,018,390 for the full ten year term by 16.9%. The Committee held discussion regarding the price proposal and determined unanimously that the AMTRAK submittal exceeded the RFP requirements and the benefit received justified the variance between the estimate and the proposed costs.

The Committee also discussed the proposed costs in regards to the amount of funds budgeted for the remainder of the fiscal year. In conclusion, the Evaluation and Selection Committee unanimously approved the recommendation of award to Amtrak, pending the availability of budgeted funds. Pursuant to the meeting, SFRTA has received confirmation from FDOT that funding will be available.

**Determination**

For the reasons set forth above, the Evaluation and Selection Committee has determined that RFP No. 06-101 for "Transition, Dispatch, Train Control and Yard services" should be awarded to AMTRAK.

Approved by:

  
\_\_\_\_\_  
Brad Barkman, Director  
Operations

  
\_\_\_\_\_  
Chris Bross, Director  
Procurement

Tracking No. \_\_\_\_\_

AGENDA ITEM NO.

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT NO. 1  
FOR ADDITIONAL FUNDING FOR DISPATCHING, TRAIN CONTROL AND YARD SERVICES

REQUESTED ACTION:

MOTION TO APPROVE: Supplemental Joint Participation Agreement (JPA) No.1, between the South Florida Regional Transportation Authority and the Florida Department of Transportation (FDOT), for additional funding for Transition, Dispatching, Train Control and Yard Services associated with the New River Bridge Carve Out for the remainder of the current fiscal year, increasing the amount of the existing JPA by \$86,000.00, for a revised total JPA amount of \$1,386,000.00.

SUMMARY EXPLANATION AND BACKGROUND:

On September 22, 2006, the Governing Board approved a JPA with FDOT to provide funding for Maintenance, Inspection, and Dispatching Services associated with the New River Bridge Carve Out in the amount of \$1,300,000.

On January 19, 2007, SFRTA's Evaluation and Selection Committee unanimously determined to recommend the selection of AMTRAK to provide dispatching of passenger trains over the New River Bridge Flyover Carve Out and full dispatch of the SFRC when full Phase B implementation between FDOT and CSX is finalized (with dispatching over the Central Florida corridor as an optional service). Recommendation for award will be presented to the Board as a separate item at the January 26, 2007 meeting.

Approval of the Supplemental JPA is required to award and fund dispatching of passenger trains over the New River Bridge Flyover Carve Out through the remainder of this fiscal year.

FISCAL IMPACT: This Agreement will fund \$1,386,000 of cost of the dispatch services for the New River Bridge Carve-out.

Department: Operations  
Project Manager: Bradley Barkman

Department Director: Bradley Barkman  
Procurement Director: Christopher Bross

EXHIBITS ATTACHED: Exhibit 1 – Supplemental Joint Participation Agreement No.1

Tracking No. \_\_\_\_\_

AGENDA ITEM NO. \_\_\_\_\_

Page 2

SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT NO. 1  
FOR ADDITIONAL FUNDING FOR DISPATCHING, TRAIN CONTROL AND YARD SERVICES

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Recommended by: B. Barkman 1/25/07  
Department Director Date

Approved by: Chris Bros 1/25/07  
Procurement Director Date

Authorized by: J. Hulett 1/25/07  
Executive Director Date

Approved as to Form by: \_\_\_\_\_  
General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggelletion \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

James A .Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No



Tracking No. \_\_\_\_\_

AGENDA ITEM NO.

Page 2

**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT NO. 1**  
**FOR ADDITIONAL FUNDING FOR DISPATCHING, TRAIN CONTROL AND YARD SERVICES**

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Recommended by: \_\_\_\_\_  
 Department Director Date

Approved by: \_\_\_\_\_  
 Contracts Director Date

Authorized by: \_\_\_\_\_  
 Executive Director Date

Approved as to Form by: \_\_\_\_\_  
 General Counsel Date 1/24/07

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Josephus Eggelletion \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

**PUBLIC TRANSPORTATION**  
**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**  
**Number 1**

Financial Project No.: <u>42007918401</u> (item-segment-phase-sequence)	Fund: <u>DS</u>	FLAIR Approp.: <u>088808</u>
Contract No.: <u>AOM88</u>	Function: <u>215</u>	FLAIR Obj.: <u>750021</u>
Catalog of Federal Domestic Assistance Number: <u>N/A</u>	Federal No.: <u>N/A</u>	Org. Code: <u>55042010432</u>
		Vendor No.: <u>VF 650002789001</u>
Catalog of State Financial Assistance Number: <u>55021</u>		

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and South Florida Regional Transportation Authority  
800 NW 33rd Street, Suite 100, Pompano Beach, FL 33064  
 hereinafter referred to as Agency.

W I T N E S S E T H :

WHEREAS, the Department and the Agency heretofore on the 28th day of November, 2006, entered into a Joint Participation Agreement; and

WHEREAS, the Agency desires to accomplish certain project items as outlined in the Attachment "A" appended hereto; and

WHEREAS, the Department desires to participate in all eligible items for this project as outlined in Attachment "A" for a total Department Share of \$1,386,000.00.

NOW, THEREFORE THIS INDENTURE WITNESSETH: that for and in consideration of the mutual benefits to flow from each to the other, the parties hereto agree that the above described Joint Participation Agreement is to be amended and supplemented as follows:

**1.00 Project Description:** The project description is amended

to provide additional funding to South Florida Regional Transportation Authority (SFRTA) to allow final approval, execution, and payment to their contractor for dispatch services for the New River Bridge corridor.

**2.00 Project Cost:**

Paragraph 3.00 of said Agreement is increased by \$86,000.00  
bringing the revised total cost of the project to \$ 1,386,000.00 .

Paragraph 4.00 of said Agreement is increased by \$86,000.00  
bringing the Department's revised total cost of the project to \$ 1,386,000.00 .

**3.00 Amended Exhibits:**

Exhibit(s) \_\_\_\_\_ of said Agreement is amended by Attachment "A".

**4.00 Contract Time:**

Paragraph 18.00 of said Agreement May \_\_\_\_\_ , \_\_\_\_\_ .

Financial Project No. 42007918401

Contract No. AOM88

Agreement Date \_\_\_\_\_ , \_\_\_\_\_

Except as hereby modified, amended or changed, all other terms of said Agreement dated November 28th 2006  
and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first  
above written.

AGENCY

South Florida Regional Transportation Authority  
AGENCY NAME

\_\_\_\_\_  
SIGNATORY (PRINTED OR TYPED)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

FDOT

See attached Encumbrance Form for date of Funding  
Approval by Comptroller

\_\_\_\_\_  
LEGAL REVIEW  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
DEPARTMENT OF TRANSPORTATION

District Director of Transportation Development  
TITLE

Financial Project No. 42007918401

Contract No. AOM88

Agreement Date \_\_\_\_\_

Except as hereby modified, amended or changed, all other terms of said Agreement dated November 28th 2006 and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.

AGENCY

South Florida Regional Transportation Authority

AGENCY NAME

\_\_\_\_\_  
SIGNATORY (PRINTED OR TYPED)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

 1/24/07

FDOT

See attached Encumbrance Form for date of Funding Approval by Comptroller

\_\_\_\_\_  
LEGAL REVIEW  
DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
DEPARTMENT OF TRANSPORTATION

District Director of Transportation Development

\_\_\_\_\_  
TITLE

Financial Project No. 42007918401

Contract No. AOM88

Agreement Date \_\_\_\_\_,

ATTACHMENT "A"  
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT

This Attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the State of Florida, Department of Transportation and South Florida Regional Transportation Authority  
800 NW 33rd Street, Suite 100, Pompano Beach, FL 33064  
dated \_\_\_\_\_.

DESCRIPTION OF SUPPLEMENT (Include justification for cost change):

The bid price was higher than the cost estimates, necessitating the additional funding.

I.	Project Cost:	As Approved	As Amended	Net
		\$1,300,000.00	\$1,386,000.00	\$86,000.00
	Total Project Cost	\$1,300,000.00	\$1,386,000.00	\$86,000.00
I.	Fund	As Approved	As Amended	Net
	Department:	\$1,300,000.00	\$1,386,000.00	\$86,000.00
	Agency:	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
	Total Project Cost	\$1,300,000.00	\$1,386,000.00	\$86,000.00

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Comments:

III. MULTI-YEAR OR PREQUALIFIED PROJECT FUNDING

If a project is a multi-year or prequalified project subject to paragraphs 4.10 and 17.20 of this agreement, funds are programmed in the Department's Work program in the following fiscal year(s):

FY	FY
FY	FY
FY	FY
FY	FY
FY	FY
FY	FY
FY	FY
FY	FY
FY	FY
FY	FY

Project years may be advanced or deferred subject to Legislative appropriation or availability of funds.

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☐ Consent    ☒ Regular    ☐ Public Hearing

AGREEMENT NO. 06-112 WITH VEOLIA TRANSPORTATION SERVICES, INC. FOR  
COMMUTER RAIL OPERATIONS

REQUESTED ACTION:

MOTION TO APPROVE Agreement No. 06-112, between the South Florida Regional Transportation Authority and Veolia Transportation Services, Inc., for the Operations of SFRTA's Commuter Rail System, for a period of seven (7) years, in the not-to-exceed amount of \$64,154,026 (which includes a combined maximum incentive and estimated additional services amount of \$250,000.00 per year), with a one (1) three (3) year option period in the not-to-exceed amount of \$33,001,791.

SUMMARY EXPLANATION AND BACKGROUND:

In October 2006, SFRTA issued a Request for Proposals (RFP 06-112) for Commuter Rail Operations for SFRTA's Commuter Rail System. On January 11, 2007, SFRTA received proposals from National Railroad Passenger Corporation (AMTRAK) and Veolia Transportation, Inc. (VEOLIA).

The Evaluation and Selection Committee met on January 24, 2007, to review and score the proposals. The Committee scored VEOLIA's technical proposal higher than AMTRAK's. Next, the price proposals were opened and VEOLIA's total base cost was the lowest, thus receiving the highest points for cost. Overall, VEOLIA submitted the most advantageous proposal, technical and cost considered. The Evaluation and Selection Committee unanimously determined to recommend VEOLIA for award of the Commuter Rail Operations contract.

Department: Operations  
Project Manager: Edward Byers

Department Director: Bradley Barkman  
Procurement Director: Christopher Bross

FISCAL IMPACT: Funds will be budgeted in SFRTA's FY 07-08 Operating Budget.

EXHIBITS ATTACHED: Exhibit 1 – Agreement No. 06-112  
Exhibit 2 – Evaluation/Selection Committee Recommendation



AGREEMENT NO. 06-112 WITH VEOLIA TRANSPORTATION SERVICES, INC. FOR  
COMMUTER RAIL OPERATIONS

Recommended by: B. Barkman 1/25/07  
Department Director Date

Approved by: Chris Doo 1/25/07  
Contracts Director Date

Authorized by: J. Guletti 1/25/07  
Executive Director Date

Approved as to Form by: \_\_\_\_\_  
General Counsel Date

Board Action:

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggelletion \_\_\_\_\_ Yes \_\_\_\_\_ No

Marie Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Tracking No. \_\_\_\_\_  
 Page two

AGENDA ITEM NO.

AGREEMENT NO. 06-112 WITH VEOLIA TRANSPORTATION, INC. FOR  
COMMUTER RAIL OPERATIONS

Recommended by \_\_\_\_\_  
 Department Director Date

Approved by \_\_\_\_\_  
 Contracts Director Date

Authorized by \_\_\_\_\_  
 Executive Director Date

Approved as to Form by \_\_\_\_\_ 1/24/07  
 General Counsel Date

Board Action.

Approved: \_\_\_\_\_ Yes \_\_\_\_\_ No

Vote: \_\_\_\_\_ Unanimous

Amended Motion:

Commissioner Bruno Barreiro \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Jeff Koons \_\_\_\_\_ Yes \_\_\_\_\_ No

James A. Cummings \_\_\_\_\_ Yes \_\_\_\_\_ No

John Martinez \_\_\_\_\_ Yes \_\_\_\_\_ No

Mayor Josephus Eggelston \_\_\_\_\_ Yes \_\_\_\_\_ No

George A. Morgan, Jr. \_\_\_\_\_ Yes \_\_\_\_\_ No

Mane Horenburger \_\_\_\_\_ Yes \_\_\_\_\_ No

Bill T. Smith \_\_\_\_\_ Yes \_\_\_\_\_ No

Neisen Kasdin \_\_\_\_\_ Yes \_\_\_\_\_ No



**AGREEMENT NO. 06-112**

**BETWEEN**

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

**AND**

**VEOLIA TRANSPORTATION SERVICES, INC.**

**FOR**

**COMMUTER RAIL OPERATIONS FOR  
SFRTA'S COMMUTER RAIL SYSTEM**

**AGREEMENT NO. 06-112**

**BETWEEN**

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**

**AND**

**VEOLIA TRANSPORTATION SERVICES, INC.**

**FOR**

**COMMUTER RAIL OPERATIONS FOR SFRTA'S COMMUTER RAIL SYSTEM**

This is an Agreement, by and between SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY, hereinafter referred to as "SFRTA",

**AND**

VEOLIA TRANSPORTATION SERVICES, INC., a Maryland corporation, authorized to and doing business in the State of Florida, hereinafter referred to as "CONTRACTOR".

**DEFINITIONS**

For the purposes of this Agreement and the various covenants, conditions, terms, and provisions which follow, the definitions and identifications set forth below are assumed to be true and correct and are agreed upon by the parties.

- a. Board. The Board and governing body of the SFRTA, created pursuant to Chapter 343, Florida Statutes (2003).
- b. Contract Administrator. The Executive Director for SFRTA or appointed designee. In the administration of this Agreement, all parties may rely upon the instructions or determinations made by the Contract Administrator.
- c. Contractor. The Contractor selected to perform the services pursuant to this Agreement is Veolia Transportation Services, Inc.
- d. Project. Providing all services described in the Contract Documents.
- e. Project Manager. A person supplied by SFRTA and the single point of contact for Contractor with SFRTA.

## **PREAMBLE**

In order to establish the background, context, and frame of reference for this Agreement and to generally express the objectives and intentions of the respective parties herein, the following statements, representations, and explanations shall be accepted as predicated for the undertakings and commitments included within the provisions which follow and may be relied upon by the parties as essential elements of the mutual consideration upon which this Agreement is based.

- A Request for Proposal was advertised by SFRTA as RFP No. 06-112, for COMMUTER RAIL OPERATIONS FOR SFRTA'S COMMUTER RAIL SYSTEM, and CONTRACTOR was determined to be the most qualified responsive and responsible respondent.

CONTRACTOR covenants and agrees to perform all obligations of CONTRACTOR set forth in this Agreement and in the documents listed below, which documents are incorporated herein by reference and which documents together with this Agreement are hereinafter called "Contract Documents".

RFP Requirements and Instructions to Contractors  
General Terms and Conditions  
Special Terms and Conditions  
Scope of Work  
Definition of Terms  
Advertisement  
All Exhibits and Attachments  
Addendum No. 1 - 5  
Contractor's Proposal  
Proposal Form  
Price Proposal Form  
Contractor's Qualification Certification  
Key Employee Certification  
DBE Participation Schedule  
Drugfree Workplace Certification  
Debarment & Suspension Certification  
Certification of Restriction on Lobbying  
Truth in Negotiation Certificate  
Declaration of Non-Collusion Certification  
Schedule of Subcontractors  
Intent to Perform as a Subcontractor  
Certificate of Disbursement of Previous Periodic Payment to Subcontractors  
Subcontractors Certificate of Previous Payment  
Monthly Subcontractor Utilization Report  
Monthly Employee Utilization Report

## **TERM**

Commencement of Operator Services shall be on July 1, 2007, with mobilization planning to commence within 14 days after issuance of Notice to Proceed. The Full Service Phase term of the resulting Contract Agreement shall be for a period of seven (7) years with one (1) three (3) year option period.

## **COMPENSATION**

SFRTA agrees to pay the CONTRACTOR compensation as specified in the CONTRACT DOCUMENTS the total not-to-exceed amount of Sixty Four Million One Hundred Fifty Four Thousand Twenty-six Dollars (\$64,154,026.00), which includes a combined maximum incentive and estimated additional services amount of \$250,000.00 per year.

## **ADDRESSES**

### **CONTRACTOR:**

Veolia Transportation Services, Inc.  
8757 Georgia Avenue  
Suite 1300  
Silver Spring, MD 20910

Attn: Neil Shah

### **SFRTA:**

South Florida Regional Transportation Authority (SFRTA)  
800 N.W. 33 Street  
Suite 100  
Pompano Beach, FL 33064

Attn: Bradley Barkman

**IN WITNESS WHEREOF**, the parties have made and executed this Agreement on the respective date under each signature: **VEOLIA TRANSPORTATION SERVICES, INC.**, signing by and through its \_\_\_\_\_, duly authorized to execute same and **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**, signing by and through its Chair, authorized to execute same by Board action on the \_\_\_\_ day of \_\_\_\_\_, 2007.

SFRTA

ATTEST:

SOUTH FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

\_\_\_\_\_  
JOSEPH GIULIETTI  
EXECUTIVE DIRECTOR

By \_\_\_\_\_  
COMMISSIONER BRUNO BARREIRO, CHAIR

\_\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(SFRTA SEAL)

Approved as to form by:

\_\_\_\_\_  
CHRIS BROSS, Director  
Procurement

\_\_\_\_\_  
GREENBERG TRAURIG, P.A.  
General Counsel, SFRTA

ATTEST:

VEOLIA TRANSPORTATION SERVICES, INC.

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
PRESIDENT OR VICE-PRESIDENT

\_\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(Corporate Seal)

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective date under each signature: **VEOLIA TRANSPORTATION SERVICES, INC.**, signing by and through its \_\_\_\_\_, duly authorized to execute same and **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**, signing by and through its Chair, authorized to execute same by Board action on the \_\_\_\_ day of \_\_\_\_\_, 2007.

SFRTA

ATTEST:

SOUTH FLORIDA REGIONAL  
TRANSPORTATION AUTHORITY

\_\_\_\_\_  
JOSEPH GIULIETTI  
EXECUTIVE DIRECTOR


By \_\_\_\_\_  
COMMISSIONER BRUNO BARREIRO, CHAIR

\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(SFRTA SEAL)

Approved as to form by:

\_\_\_\_\_  
CHRIS BROSS, Director  
Procurement

  
\_\_\_\_\_  
GREENBERG TRAURIG, P.A.  
General Counsel, SFRTA

ATTEST:

VEOLIA TRANSPORTATION SERVICES, INC.

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
PRESIDENT OR VICE-PRESIDENT

\_\_\_\_ DAY OF \_\_\_\_\_, 2007

(Corporate Seal)





**Date:** January 24, 2007

**To:** Joseph Giuliatti, Executive Director

**From:** Evaluation and Selection Committee

**Subject:** RFP 06-112 for "Commuter Rail Operations for SFRTA's Commuter Rail System"

The purpose of this memorandum is to present to the Executive Director for approval Veolia Transportation Services, Inc. as the Evaluation and Selection Committee's recommended firm for the subject solicitation. Upon the Executive Director's concurrence with the Evaluation and Selection Committee's recommendation, this recommendation shall be presented to the SFRTA Board for approval.

#### **Nature of Procurement**

The purpose of this Request for Proposal (RFP) is to enter into an Agreement with a qualified Contractor to provide Operator Services for SFRTA's Tri-Rail Commuter Rail System. At commencement of the Agreement service is projected to consist of forty-eight (48) weekday, sixteen (16) Saturday and fourteen (14) Sunday and Holiday revenue trains. The selected Contractor shall be required to work closely with SFRTA's Rail Fleet Maintenance contractor to ensure a reliable, efficient and safe passenger revenue train service for SFRTA's Tri-Rail System. The term of the Agreement will be seven (7) years with one (1) three (3) year option period.

#### **Procurement History**

SFRTA began advertising this Request for Proposal (RFP) on October 2, 2006. Advance notice was sent to 9 firms from SFRTA's vendor database/referral list and 78 firms received notice via Demandstar. The RFP was also publicly advertised in three local newspapers, the Florida Administrative Weekly, and APTA Passenger Transport. Eight (8) firms purchased the RFP document and two (2) proposals were received on January 11, 2007.

The proposals were submitted to SFRTA by:

- National Railroad Passenger Corporation (AMTRAK)
- Veolia Transportation Services, Inc.

During the initial responsiveness check of proposals by the Procurement Department, both AMTRAK and Veolia met the submission requirements for RFP 06-112.

An Evaluation and Selection Committee was established by the SFRTA Board at the October 27, 2006 meeting and consisted of the following members:

Brad Barkman, Director of Operations SFRTA  
Ed Byers, Operations Manager SFRTA  
Ed Woods, Director of Finance and Information Technology SFRTA  
Bonnie Arnold, Director of Marketing and Customer Service SFRTA  
Dan Mazza, Director of Engineering and Construction SFRTA

After the Evaluation and Selection Committee's individual review of the two proposals, the Committee met on January 24, 2007 to perform the evaluation.

The evaluation of the proposals was conducted in accordance with the criteria listed in the RFP:

1. Price (Maximum 15 points)
2. Technical Approach (Maximum 25 points)
3. Operating Plans (Maximum 25 points)
4. Qualifications and Experience (Maximum 35 points)

### **Analysis**

The Committee initially discussed the financial capacity for each proposer and SFRTA's Director of Finance and Information Technology presented his analysis. The financial statements for Veolia showed that the firm is financially stable and the firm was also determined by the Committee to be responsible and responsive to the requirements of the RFP. The Committee then discussed the proposal strengths and weaknesses for each criteria and Veolia Transportation, Inc. was found to be technically qualified by the Evaluation and Selection Committee as listed below:

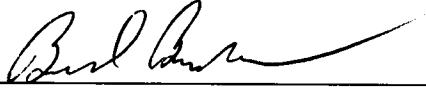
1. Experienced company with worldwide resources;
2. Possess U.S. Commuter Rail experience;
3. Knowledge of shared rail corridors;
4. Proposed emphasis on customer service;
5. Strong qualifications for Key Management Team;
6. Proposed innovations for service improvements;
7. Detailed Mobilization Plan and Schedule.

Out of a maximum 85 points for the technical evaluation, Veolia received a score of 70 and AMTRAK received a score of 62.3. The Committee unanimously determined that the submittals of both proposers were technically sound and proceeded with the opening of the price proposals. AMTRAK's price proposal was \$162,639,724 for the full ten year term and Veolia's price proposal was \$97,155,187 for the full ten year term. Both price proposals included \$2,500,000 in potential incentives and additional services. After combining the technical and price evaluation scores, AMTRAK's total score was 62.3 and Veolia's total score was 85. Based on the final evaluation scores and ranking, the Committee unanimously approved the recommendation of Veolia for contract award.

## Determination

For the reasons set forth above, the Evaluation and Selection Committee has determined that RFP No. 06-112 for “Commuter Rail Operations for SFRTA’s Commuter Rail System” should be awarded to Veolia Transportation, Inc.

Approved by:

A handwritten signature in black ink, appearing to read 'Brad Barkman', written over a horizontal line.

Brad Barkman, Director  
Operations

A handwritten signature in blue ink, appearing to read 'Chris Bross', written over a horizontal line.

Chris Bross, Director  
Procurement

**MINUTES**  
**PROPERTY COMMITTEE MEETING**  
**OF DECEMBER 15, 2006**

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The Property Committee meeting was held at 8:30 a.m. on Friday, December 15, 2006 in the Board Room of the South Florida Regional Transportation Authority (SFRTA), Administrative Offices, located at 800 NW 33<sup>rd</sup> Street, Suite 100, Pompano Beach, FL 33064.

**COMMITTEE MEMBERS PRESENT:**

Mr. George Morgan, Jr., SFRTA Board Member and Property Committee Chair  
Mr. Bill Smith, SFRTA Board Member and Property Committee Vice-Chair

**ALSO PRESENT:**

Mr. Joseph Giulietti, SFRTA Executive Director  
Mr. Jack Stephens, SFRTA Deputy Executive Director  
Ms. Bonnie Arnold, SFRTA  
Mr. Brad Barkman, SFRTA  
Mr. Chris Barton, Kimley-Horn & Associates  
Mr. Jim Blosser, Blosser & Sayfie  
Ms. Loraine Cargill, SFRTA  
Ms. Brandy Creed, Carter & Burgess  
Mr. William Cross, SFRTA  
Mr. Paul Dorling, City of Delray Beach  
Ms. Diane Hernandez Del Calvo, SFRTA  
Mr. Neisen Kasdin, SFRTA Board Member (Via Telephone)  
Ms. Mary Jane Lear, SFRTA  
Mr. Michael Masanoff, Cypress Creek Partners, LLC  
Ms. Renee Mathews, SFRTA  
Mr. Dan Mazza, SFRTA  
Ms. Teresa Moore, Greenberg Traurig  
Mr. Jeff Olson, SFRTA  
Mr. Gerry O'Reilly, FDOT, District IV  
Ms. Flavia Silva, SFRTA  
Ms. Lynda Kompelien Westin, SFRTA  
Mr. Edward Woods, SFRTA

**CALL TO ORDER**

The Chair called the meeting to order at 8:30 a.m.

**AGENDA APPROVAL** – Additions, Deletions, Revisions

Mr. Giulietti requested the Agenda to be amended to move Item I2 – City of Delray Beach Redevelopment Plans – as the first item of the Agenda.

The Chair requested the Agenda be amended to reflect Item I2 as the first Item to be addressed.

**Mr. Smith moved for approval of the amended Agenda. The motion was seconded by the Chair.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the Agenda approved as amended.**

**MATTERS BY THE PUBLIC** – Persons wishing to address the Committee are requested to complete an “Appearance Card” and will be limited to three (3) minutes. Please see the Minutes Clerk prior to the meeting.

There were no Matters by the Public.

<b>CONSENT AGENDA</b>
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Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion in the form listed below. If discussion is desired by any Committee Member, however, that item may be removed from the Consent Agenda and considered separately.
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C1 – MOTION TO APPROVE: Minutes of Property Committee Meeting of October 27, 2006

Mr. Smith stated that he would like to review the October 27, 2006 Property Committee recording prior to approving the Consent Agenda.

**The Chair deferred Item C1 of the Consent Agenda to the next Property Committee meeting.**

**The Chair called for further discussion and/or opposition. Upon hearing none, the Chair declared the Item deferred to the next meeting of the Property Committee.**

<b>REGULAR AGENDA</b>
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Those matters included under the Regular Agenda differ from the Consent Agenda in that items will be voted on individually. In addition, presentations will be made on each motion, if so desired.
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R1 - MOTION TO RECOMMEND: Boca Raton Station Phase II Joint Development Project Implementation Plan

The Chair stated that per the request of the Property Committee, SFRTA staff and himself, met with the City of Boca Raton Mayor and City Manager on December 1, 2006. The Chair continued stating that both the City Mayor and City Manager were favorable to SFRTA plans to develop the Boca Raton Station site to accommodate 60,000 square feet of office and 10,000 square feet of retail and confirmed that the DRI for the Boca T-Rex Development was extended through November 30, 2008.

There was discussion amongst the Property Committee members and SFRTA staff regarding the cost of hiring a Team of Consultants to support SFRTA’s efforts in the planning phase of the transit oriented-development at the Boca Raton Station site.

The members of the Property Committee requested staff to provide a cost estimate for hiring the consultants to support SFRTA staff to move forward with the Boca Raton Station Implementation Plan.

**The Chair moved to defer item R1 – Motion to Recommend the Boca Raton Station Phase II Joint Development Project Implementation Plan – to the next Property Committee meeting and, directed staff to include a cost estimate for the consultants in order to move forward with the Implementation Plan.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the Item deferred to the next meeting of the Property Committee.**

<b>INFORMATION / PRESENTATION ITEMS</b>
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Action not required, provided for information purposes only.
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**I2 – PRESENTATION:** City of Delray Beach Redevelopment Plans

Mr. Dorling, Planning and Zoning Director for the City of Delray Beach, provided a brief overview of the Redevelopment Plans for the City of Delray Beach (City). Mr. Dorling stated that Palm Beach County (PBC) owns a parcel adjacent to the Delray Beach Tri-Rail Station and, the City entered into and Agreement with PBC to relocate their buildings and allow use of the County parcel for 100% workforce housing. Mr. Dorling continued stating that the City may have to subsidize structured parking on the County parcel and keep Tri-Rail's existing 174 spaces.

Mr. Smith stated that the Property Committee supports these redevelopments and requested Mr. Dorling to return to a future meeting of the Property Committee to report on the progress of the plans.

**The Chair moved the discussions to the next item on the Agenda.**

**I1 – INFORMATION:** Cypress Creek Partners Parking Proposal

Mr. Blosser, Blosser & Sayfie, representing Cypress Creek Partners (CCP) addressed the Property Committee requesting SFRTA's agreement to transfer and relocate 268 surface parking spaces from the Cypress Creek Park & Ride site located at the southwest corner of Interstate 95 and Cypress Creek Road (East Property), to the SFRTA property west of the Tri-Rail Cypress Creek Station (West Property).

Ms. Creed, Carter and Burgess, addressed the Property Committee regarding the future plans for the parking lot to be built on the West Property.

Mr. Masanoff stated that currently there is an Agreement between Northwestern Mutual (NWM), FP&L and SFRTA regarding the obligations to build the roadway and, it is his understanding that the roadway is to be dedicated as a public road with NWM being responsible for the construction.

Mr. Masanoff continued stating that if NWM fails to construct the roadway, CCP will be responsible for the expansion of the roadway.

The Chair requested staff to identify NWM obligations in relation to the construction of the roadway.

Mr. O'Reilly, Florida Department of Transportation (FDOT) District IV, stated that FDOT supports the parking lot concept.

Mr. Smith requested a copy of the Deed and the Title Policy for the Tri-Rail Cypress Creek property.

Mr. Morgan stated that he spoke directly to Mr. Wolfe; FDOT's District IV Secretary, on this matter and stated that Mr. Wolfe made it clear that FDOT is not mandating that SFRTA accepts this proposal however; FDOT is requesting SFRTA's consideration to the matter.

Mr. Kasdin, SFRTA Board Member, joined the meeting via telephone at 10:05 am.

Mr. Blosser continued stating that the proposal is to relocate the surface parking spaces from the East Property to the West Property; the term will be co-existing with the 99 year lease that exists on the Cypress Creek FDOT lot; the design will include parking spaces and a bus depot. Mr. Blosser stated that the terms are contingent on CCP entering into an appropriate lease amendment providing FDOT's consent to relocate the parking spaces to the west property and eliminating CCP's further obligations with respect to such spaces and, FDOT's agreement to eliminate the obligation to construct the elevated pedestrian bridge.

Mr. Masanoff stated that CCP will review the jurisdictional issues of the property to see whether or not there are any environmental issues.

Ms. Moore stated that previously there were discussions regarding SFRTA's ability to enter into an Agreement with CCP because of the relationship of a former Board Member, Mr. Michael Masanoff, however; the two year period of time after leaving the Board will end in January 2007 and continued stating that it was her understanding that FDOT indicated that it would prefer the SFRTA to enter into an Agreement directly with CCP. Ms. Moore pointed out that CCP is requesting the Property Committee to approve a concept only however; per SFRTA's bylaws the Property Committee has only an advisory capacity, and any decision by this Committee is advisory in nature and subject to final approval of SFRTA's Governing Board.

**Mr. Smith moved to direct staff to move forward, with Mr. Morgan's participation, to negotiate with Cypress Creek Partners. The results of the negotiations are to be reported back to the Property Committee for approval and transmittal to the SFRTA Governing Board. The motion was seconded by the Chair.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the motion approved. The Chair moved the discussions to the next item on the Agenda.**

**I3 – INFORMATION: Administrative Facility Site Comparative Analysis**

The Chair requested a recess at 10:45 am.

The Property Committee reconvened at 10:50 am.

Mr. Barton, Kimley-Horn & Associates (KH), stated that the services of KH were retained through a standing contract between SFRTA and KH under Work Order number 10 to perform an analysis of potential sites and identify the feasibility for accommodating SFRTA's Administrative Facility.

Mr. Smith requested a copy of Work Order 10.

Mr. Barton continued stating that to perform a comparative analysis for the development of 60,000 square feet, a list of sites were identified by staff which included SFRTA owned properties - 2.8 acres at the Boca Ration Station; 3 acres to the west of the Deerfield Beach station; 6.8 acres to the west of the Cypress Creek station; 4.4 acres on the east side and 1.4 acres on the west side of the Pompano Beach station. Mr. Barton added that the analysis also included the purchase, expansion and upgrading of the existing leased administrative facility adjacent to the Pompano Beach station and the renewed leasing of the administrative facility adjacent to the Pompano Beach station with the owner providing the expansion and upgrades to the facility.

Mr. Barton pointed out that the site analysis criteria included future land use; rezoning, platting, time frame for development; site accessibility; proximity to planned FEC Tri-Rail transfer, environmental conditions; height and FAA requirements; future expansion capabilities; parking requirements for the Administrative Facility and station demands, and administrative facility development costs.

Mr. Smith presented a matrix for determining the geographic location of SFRTA Administrative Facility.

Mr. Kasdin disconnected from the Conference Call.

There was discussion amongst the Property Committee members and staff was instructed to proceed with the development of a criteria list to determine the Administrative Facility location with the discretion to use Consultants as necessary. Staff was also directed to include possible site locations for the Administrative Facility once the criteria list is established and approved.

**The Chair moved the discussions to the next item on the Agenda.**

I4 – INFORMATION: Tri-Rail Station Parking and Circulation Study

**The Chair deferred Item I4 of the Agenda to the next Property Committee meeting.**

**The Chair called for further discussion and/or opposition. Upon hearing none, the Chair declared the Item deferred to the next meeting of the Property Committee.**

**The Chair moved the discussions to the next item on the Agenda.**

I5 – INFORMATION: Station Area Land Use, Zoning & Government-Owned Properties



**The Chair deferred Item I5 of the Agenda to the next Property Committee meeting.**

**The Chair called for further discussion and/or opposition. Upon hearing none, the Chair declared the Item deferred to the next meeting of the Property Committee.**

**The Chair moved the discussions to the next item on the Agenda.**

**OTHER BUSINESS**

There was no Other Business discussed at this meeting.

**SFRTA EXECUTIVE DIRECTOR REPORTS/COMMENTS**

There were no Reports/Comments from the SFRTA Executive Director.

**PROPERTY COMMITTEE MEMBER COMMENTS**

There were no Comments from the Property Committee Members.

**ADJOURNMENT**

**The meeting was adjourned at 11:25 a.m.**

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**CONSTRUCTION OVERSIGHT COMMITTEE MEETING**  
**DECEMBER 19, 2006**

---

A meeting of the South Florida Regional Transportation Authority (SFRTA/Tri-Rail) Construction Oversight Committee was held at 9:00 a.m. on Tuesday, December 19, 2006 at the offices of James A. Cummings, Inc., 3575 NW 53<sup>rd</sup> Street, Ft. Lauderdale, Florida 33309.

**COMMITTEE MEMBERS PRESENT:**

Jim Cummings, Board Member, SFRTA

**ALSO PRESENT:**

Dan Mazza, Director of Engineering and Construction, SFRTA  
Pat McCammon, Segment 5 Contract Administrator, PMC

**COMMITTEE MEMBERS ABSENT:**

John Martinez, Board Member, SFRTA

**CALL TO ORDER**

Mr. McCammon called the meeting to order at 9:03 a.m. and stated that this was a Public Meeting of the Construction Oversight Committee.

**ITEMS PRESENTED FOR APPROVAL**

Mr. McCammon presented for approval Minutes of the October 10, 2006 Construction Oversight Committee Meeting.

Hearing no discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval Minutes of the October 31, 2006 Construction Oversight Committee Meeting.

Hearing no discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval Change Order No. 18.01 to Agreement No. 01-839 between SFRTA/Tri-Rail and Washington Group International, Inc. for a lump sum amount of \$57,909.00 for night flagging costs in excess of the prior estimated costs deducted from the contract in Change Order No. 18. There is no time extension required for this change.

Hearing no discussion, item was approved.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 9:06 a.m.

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**CONSTRUCTION OVERSIGHT COMMITTEE MEETING**  
**DECEMBER 12, 2006**

---

A meeting of the South Florida Regional Transportation Authority (SFRTA/Tri-Rail) Construction Oversight Committee was held at 9:00 a.m. on Tuesday, December 12, 2006 at the offices of James A. Cummings, Inc., 3575 NW 53<sup>rd</sup> Street, Ft. Lauderdale, Florida 33309.

**COMMITTEE MEMBERS PRESENT:**

Jim Cummings, Board Member, SFRTA  
John Martinez, Board Member, SFRTA (via telephone)

**ALSO PRESENT:**

Pat McCammon, Segment 5 Contract Administrator, PMC  
Marc Hackbarth, Project Manager, PMC  
Dan Mazza, Director of Engineering and Construction, SFRTA  
Chris Bross, Director of Procurement, SFRTA

**CALL TO ORDER**

Mr. Bross called the meeting to order at 9:05 a.m. and stated that this was a Public Meeting of the Construction Oversight Committee.

Mr. Bross also stated that all items presented at today's meeting have all the necessary legal approvals.

**MOTION TO APPROVE:** Amendment No. 17 to Agreement No. 99-825 between SFRTA/Tri-Rail and DMJM+HARRIS for Project Management Consultant Services. This amendment extends the period of performance for Project Management and Construction Management Services for both the Segment 5 Project and the New River Bridge Project from December 31, 2006 and March 31, 2006, respectively, until June 30, 2007 with no increase in the current Not-To-Exceed amount.

Board Member Martinez asked what percentage of the Not-To-Exceed amount has been used to-date.

Mr. Marc Hackbarth explained that based on the current projections and funds used there is still a surplus balance on both purchase orders.

Board Member Jim Cummings moved for approval of the item. The motion was seconded by Board Member John Martinez.

Hearing no further discussion, item was approved.

**MOTION TO APPROVE:** Temporary Fencing Permit between SFRTA and Lake Worth Drainage District (LWDD) to install and maintain a fence and two gates on LWDD property near the E-3 ½ Canal. This fence was constructed as part of the Segment 5 Project. There is a fee of \$250.00 for this permit.

Board Member Jim Cummings moved for approval of the item. The motion was seconded by Board Member John Martinez.

Hearing no discussion, item was approved.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 9:09a.m.

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**CONSTRUCTION OVERSIGHT COMMITTEE MEETING**  
**NOVEMBER 21, 2006**

---

A meeting of the South Florida Regional Transportation Authority (SFRTA/Tri-Rail) Construction Oversight Committee was held at 9:00 a.m. on Tuesday, November 21, 2006 at the offices of James A. Cummings, Inc., 3575 NW 53<sup>rd</sup> Street, Ft. Lauderdale, Florida 33309.

**COMMITTEE MEMBERS PRESENT:**

Jim Cummings, Board Member, SFRTA

**ALSO PRESENT:**

Dan Mazza, Director of Engineering and Construction, SFRTA  
Pat McCammon, Segment 5 Contract Administrator, PMC

**COMMITTEE MEMBERS ABSENT:**

John Martinez, Board Member, SFRTA

**CALL TO ORDER**

Mr. McCammon called the meeting to order at 9:01 a.m. and stated that this was a Public Meeting of the Construction Oversight Committee.

Board Member Martinez has submitted his signature of approval for all items listed on today's meeting Agenda.

**ITEMS PRESENTED FOR APPROVAL**

Mr. McCammon presented for approval The Acknowledgement to the Easement granted by the City of West Palm Beach to FPL for a transmission line over Parcel 126. There is no cost to SFRTA for this Acknowledgement of Easement.

Hearing no discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval FDOT Supplemental Joint Participation Agreement No. 23 to increase FDOT participation by \$120,000.00 to assist the SFRTA in the purchase, construction, installation, and engineering of a blocking system and control center for the managing, directing, and controlling of all railroad operations over the New River Bridge corridor.

Hearing no discussion, item was approved by Board Member Jim Cummings.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 9:04 a.m.

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**CONSTRUCTION OVERSIGHT COMMITTEE MEETING**  
**OCTOBER 31, 2006**

---

A meeting of the South Florida Regional Transportation Authority (SFRTA/Tri-Rail) Construction Oversight Committee was held at 9:00 a.m. on Tuesday, October 31, 2006 at the offices of James A. Cummings, Inc., 3575 NW 53<sup>rd</sup> Street, Ft. Lauderdale, Florida 33309.

**COMMITTEE MEMBERS PRESENT:**

Jim Cummings, Board Member, SFRTA

**ALSO PRESENT:**

Dan Mazza, Director of Engineering and Construction, SFRTA

Marc Hackbarth, Project Manager, PMC

Pat McCammon, Segment 5 Contract Administrator, PMC

Chris Bross, Director of Procurement, SFRTA

**COMMITTEE MEMBERS ABSENT:**

John Martinez, Board Member, SFRTA

**CALL TO ORDER**

Mr. Bross called the meeting to order at 9:05 a.m. and stated that this was a Public Meeting of the Construction Oversight Committee.

Board Member Martinez has submitted his signature of approval for all items listed on today's meeting Agenda.

**ITEMS PRESENTED FOR APPROVAL**

Mr. Bross presented for approval the Acknowledgement to the Easement granted by the City of West Palm Beach to FPL for a transmission line over Parcel 126. There is no cost to SFRTA for this Acknowledgement of Easement.

Board Member Cummings stated exhibit "A" and description of the Easement was not attached to the agenda item.

Mr. Bross stated that today's agenda item was not approved pending Exhibit "A" attachment and the Easement description. Item would be represented with backup for approval at a later date.

Hearing no further discussion, item was not approved by Board Member Jim Cummings.

## **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 9:10 a.m.

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**CONSTRUCTION OVERSIGHT COMMITTEE MEETING**  
**OCTOBER 10, 2006**

---

A meeting of the South Florida Regional Transportation Authority (SFRTA/Tri-Rail) Construction Oversight Committee was held at 9:00 a.m. on Tuesday, October 10, 2006 at the offices of James A. Cummings, Inc., 3575 NW 53<sup>rd</sup> Street, Ft. Lauderdale, Florida 33309.

**COMMITTEE MEMBERS PRESENT:**

Jim Cummings, Board Member, SFRTA

**ALSO PRESENT:**

Chris Bross, Director of Procurement, SFRTA (via telephone)  
Dan Mazza, Director of Engineering and Construction, SFRTA  
Jack Stephens, Deputy Executive Director, SFRTA  
Teresa Moore, Greenberg Traurig  
Marc Hackbarth, Project Manager, PMC  
Pat McCammon, Segment 5 Contract Administrator, PMC  
Jerry O'Reily, Florida Department of Transportation (FDOT)

**COMMITTEE MEMBERS ABSENT:**

John Martinez, Board Member, SFRTA

**CALL TO ORDER**

Mr. McCammon called the meeting to order at 9:05 a.m. and stated that this was a Public Meeting of the Construction Oversight Committee.

Board Member Martinez has submitted his signature of approval for all items listed on today's meeting Agenda.

**ITEMS PRESENTED FOR APPROVAL**

Mr. McCammon presented for approval Minutes of the September 12, 2006 Construction Oversight Committee Meeting.

Hearing no discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval Minutes of the September 28, 2006 Construction Oversight Committee Meeting.

Hearing no discussion, item was approved by Board Member Jim Cummings.



Mr. McCammon presented for approval Minutes of the October 3, 2006 Construction Oversight Committee Meeting.

Hearing no discussion, item was approved by Board Member Jim Cummings.

Board Member Cummings asked if all Change Orders presented at today's meeting have been reviewed and approved by legal counsel for SFRTA and FDOT.

Ms. Teresa Moore confirmed all items presented at today's meeting have been approved by special counsel to SFRTA as well as FDOT.

Mr. McCammon presented for approval FDOT Supplemental Joint Participation Agreement No. 21 to increase FDOT participation by \$18,628,265.00 to assist the SFRTA to complete the Double-Track Corridor Improvement Program Segment 5 Project and related activities.

Board Member Cummings asked for confirmation of the funding sources for JPA No. 22. SFRTA's participation as \$7,000,000 coupled with \$18,628,265.00 and \$2,000,000 and \$3,485,732.72 from previous JPAs are being utilized to come up with the total \$28,969,755.64.

Mr. Joe Giulietti, SFRTA's Executive Director, confirmed that the total amount of \$28,969,755.64 is correct.

Hearing no further discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval FDOT Supplemental Joint Participation Agreement No. 22 to increase FDOT participation by \$11,000,000.00 to assist the SFRTA to complete the Double-Track Corridor Improvement Program New River Bridge Project and related activities.

Hearing no discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval Change Order No. 137 to Agreement No. 00-834 between SFRTA/Tri-Rail and Tri-County Rail Constructors, to provide for a Global Settlement of outstanding issues as further specified in the Change Order. This Change Order adds \$28,969,755.64 to the Contract value and adds 255 calendar days.

Mr. Joe Giulietti, SFRTA's Executive Director, asked if Ms. Teresa Moore was satisfied with language contained in this Change Order providing no additional claims can be made against SFRTA.

Ms. Moore explained that SFRTA has been released of any and all claims by TCRC with the exception of two remaining items. The Florida Department of Transportation as indicated that if this was going to be litigated, they would continue the representation pursuant to the agreement that SFRTA has with them as special counsel. There has been no discussion as to financial liability with respect to that claim.

Hearing no further discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval Change Order No. 42 to Agreement No. 01-839 between SFRTA/Tri-Rail and Washington Group International, Inc. to increase the contract value by a lump sum amount \$5,700,000.00 to fully and completely settle any and all claims pertaining to the "October Flagging Claim". There is a time extension of 52 calendar days included as a part of this change.

Board Member Cummings asked if the \$5,700,000.00 previously approved in JPA No. 22 would have a remaining balance, yet to be spent on potential claims.

Mr. Mazza responded yes.

Hearing no further discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval Change Order No. 43 to Agreement No. 01-839 between SFRTA/Tri-Rail and Washington Group International, Inc. to grant a compensable time extension of 111 calendar days in response to the "USCG Bridge Permit/Bascule Repairs Impact Claim". This Change Order does not include any increase in Contract Value. A future Change Order will be presented for approval upon final determination and agreement of the amount of entitled compensation.

Board Member Cummings asked if any decision has been made on CSXT repair of the bridge.

Mr. O'Reily responded no.

Board Member Cummings also asked if this was going to be pursued by legal counsel.

Mr. O'Reily responded no.

Mr. Joe Giulietti, SFRTA's Executive Director stated that this was discussed as part of Phase B. He also stated that in order to proceed to Phase B, there is a state of good repair that has to exist.

Board Member Cummings asked if SFRTA has received a copy of the Disrepair Report concern the bridge.

Mr. Joe Giulietti added that the Washington Group International, Inc. was made aware of this by CSXT and FDOT is also aware of it. To-date there has been no resolution. FDOT is seeking reimbursement from CSXT.

Board Member Cummings requested a copy of the Disrepair Report from WGI.

Hearing no further discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for acknowledgement the existence of an Assignment Agreement (New River Bridge Project) among Washington Group International, Inc. (WGI), Tri-County Rail Constructors (TCRC) and Herzog Contracting (Herzog) for the performance of the trackwork contained in the proposed Change Order #44. Acknowledgement of the Assignment Agreement (New River Bridge Project) by the Construction Oversight Committee does not constitute approval of the Assignment Agreement (New River Bridge Project). Acknowledgement will be made by written acknowledgement on said Assignment Agreement (New River Bridge Project), both by SFRTA and FDOT.

Board Member Cummings asked what prompted the Assignment Agreement.

Mr. Mazza explained that Live Track Work was needed for the New River Bridge Project. Washington Group International, Inc. performed the Live Track Work because CSXT refused to do the work. Additional track work was done because the C-11 was subtracted from the Segment 5 Project and added the New River Bridge Project. An agreement was done between SFRTA and Herzog to separate the trackwork. A credit was also issued to SFRTA for this trackwork.

Hearing no further discussion, item was approved by Board Member Jim Cummings.

Mr. McCammon presented for approval Change Order No. 44 to Agreement No. 01-839 between SFRTA/Tri-Rail and Washington Group International, Inc. to increase the Contract Value by a Not-To-Exceed amount of \$2,156,269.11 for New River Bridge trackwork to be performed on a Time and Material basis. There is no additional time required for this Change Order.

Board Member Cummings asked questioned why there was trackwork and additional trackwork.

Mr. Mazza answered that the \$2,156,269.00 if only for the additional trackwork. The New River Bridge trackwork and the additional trackwork both pertain to Change Order No. 44.

Mr. Hackbarth added that there was a claim on the original contract due to delays. Some the funds are for the previous scope.

Hearing no further discussion, item was approved by Board Member Jim Cummings.

## **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 9:06 a.m.

MINUTES  
SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY

CONSTRUCTION OVERSIGHT COMMITTEE MEETING

OCTOBER 3, 2006

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A meeting of the South Florida Regional Transportation Authority (SFRTA/Tri-Rail) Construction Oversight Committee was held at 9:00 a.m. on Tuesday, October 3, 2006 at the offices of James A. Cummings, Inc., 3575 NW 53<sup>rd</sup> Street, Ft. Lauderdale, Florida 33309.

**COMMITTEE MEMBERS PRESENT:**

Jim Cummings, Board Member, SFRTA

**ALSO PRESENT:**

Dan Mazza, Director of Engineering and Construction, SFRTA

Marc Hackbarth, Project Manager, PMC

Pat McCammon, Segment 5 Contract Administrator, PMC

Chris Bross, Director of Procurement, SFRTA

**COMMITTEE MEMBERS ABSENT:**

John Martinez, Board Member, SFRTA

**CALL TO ORDER**

Mr. Bross called the meeting to order at 9:15 a.m. and stated that this was a Public Meeting of the Construction Oversight Committee.

Mr. Bross also stated that all items presented at today's meeting have all the necessary legal approvals.

Board Member Martinez has submitted his signature of approval for all items listed on today's meeting Agenda.

**ITEMS PRESENTED FOR APPROVAL**

Mr. Bross presented for approval Change Order No. 8.08 Agreement No. 00-834 between SFRTA/Tri-Rail and Tri-County Rail Constructors, to increase the amount for Category "A" Signal Work by \$679,413.06 based on final amount of Signal Work performed. The revised Lump Sum Total for Category "A" Signal Work is \$34,712,206.06. This Change Order also converts all previous Change Orders for Category "A" – Signal Work from Unilateral to Bilateral. There is no additional time required for this Change Order.

Hearing no discussion, item was approved by Board Member Jim Cummings

Mr. Bross presented for approval Change Order No. 9.08 Agreement No. 00-834 between SFRTA/Tri-Rail and Tri-County Rail Constructors, to decrease the amount for Category "A" Live Track Work by \$592,240.80 based on final amount of Live Track Work actually performed. The revised Lump Sum Total for Category "A" Live Track Work is \$13,212,155.20. This Change Order also converts all previous Change Orders for Category "A" – Live Track Work from Unilateral to Bilateral. There is no additional time required for this Change Order.

Hearing no further discussion, item was approved by Board Member Jim Cummings

Mr. Bross presented for approval Change Order No. 127 Agreement No. 00-834 between SFRTA/Tri-Rail and Tri-County Rail Constructors, to increase the amount for Category "B" Work by \$41,642.44 based on the final amount of Category "B" Work actually performed. The revised Lump Sum Total for Category "B" Work is \$4,672,092.44. This Change Order also converts all previous Change Orders for Category "B" Work from Unilateral to Bilateral. There is no additional time required for this Change Order.

Hearing no further discussion, item was approved by Board Member Jim Cummings

Mr. Bross presented for approval Change Order No. 74.04 to Agreement No. 00-834 between SFRTA/Tri-Rail and Tri-County Rail Constructors, to increase the amount for Category "A-1" Flagging Work by \$192,688.20 based on final amount of Category "A-1" Flagging Work actually performed. The revised Lump Sum Total for Category "A-1" Flagging Work is \$8,865,609.20. This Change Order also converts all previous Change Orders for Category "A-1" Flagging Work from Unilateral to Bilateral. There is no additional time required for this Change Order.

Hearing no further discussion, item was approved by Board Member Jim Cummings

## **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 9:21a.m.

# **DRAFT**

## **MINUTES** **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY** **PLANNING TECHNICAL ADVISORY COMMITTEE (PTAC) MEETING** **NOVEMBER 30, 2006**

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The Planning Technical Advisory Committee (PTAC) meeting was held at 10:00 a.m. on Wednesday, November 30, 2006, in the Board Room of the South Florida Regional Transportation Authority (SFRTA), Administrative Offices located at 800 NW 33<sup>rd</sup> Street, Suite 100, Pompano Beach, Florida 33064.

### **COMMITTEE MEMBERS PRESENT:**

Mr. Randy Whitfield, Palm Beach Metropolitan Planning Organization (MPO), PTAC Chair  
Mr. Jeff Weidner, Florida Department of Transportation (FDOT)  
Ms. Jo Sesodia, South Florida Regional Planning Council (SFRPC)  
Mr. Bob Pearsall, Miami Dade Transit (MDT)  
Mr. Fred Stubbs, Palm Tran  
Mr. Gustavo Schmidt, Florida Department of Transportation, District IV (FDOT)  
Mr. Scott Seeburger, Florida Department of Transportation (FDOT)  
Mr. Jonathan Roberson, Broward County Transit (BCT)  
Ms. Lynn Everett Lee, Broward County Transit (BCT)  
Mr. Joseph Quinty, SFRTA  
Mr. Kenneth Jeffries, Florida Department of Transportation, District VI (FDOT)  
Ms. Kim Delaney, Treasure Coast Regional Planning Council  
Mr. William Cross, SFRTA

### **ALSO PRESENT:**

Mr. Dan Glickman, Citizen  
Ms. Elaine Magnum, SFRTA  
Mr. Eric Goodman, SFRTA  
Mr. Michael Moore, Gannett Fleming  
Mr. T.R. Hickey, Gannett Fleming  
Ms. Sabrina Kirkpatrick, SFCS  
Mr. Reed Everett-Lee, Carter & Burgess  
Mr. Christopher Dube, Florida Department of Transportation, (FDOT)  
Mr. Ernesto Polo, Florida Department of Transportation (FDOT)

### **CALL TO ORDER**

The Chair called the meeting to order at 10:00 a.m.

### **ROLL CALL**

The Chair requested a roll call by the Minutes Clerk.

## **PLEDGE OF ALLEGIANCE**

### **AGENDA APPROVAL** – Additions, Deletions, Revisions

Mr. Jeff Weidner moved for approval of the Agenda. The motion was seconded by Mr. Jonathan Roberson.

The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair called the motion to a vote and it was approved unanimously.

### **DISCUSSION ITEMS**

There were no discussion items.

**MATTERS BY THE PUBLIC** – Persons wishing to address the Committee are requested to complete an “Appearance Card” and will be limited to three (3) minutes. Please see the Minutes Clerk prior to the meeting.

None.

<b>CONSENT AGENDA</b>
Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion in the form listed below. If discussion is desired by any Committee Member, however, that item may be removed from the Consent Agenda and considered separately.

**C1 – MOTION TO APPROVE:** Minutes of Planning Technical Advisory Committee Meeting of September 20, 2006

A motion was made by Mr. Bob Pearsall to approve the meeting minutes. The motion was seconded by Mr. Fred Stubbs. The motion was called to a vote and carried unanimously.

<b>REGULAR AGENDA</b>
Those matters included under the Regular Agenda differ from the Consent Agenda in that items will be voted on individually. In addition, presentations will be made on each motion, if so desired.

**RI - MOTION TO APPROVE:** South Florida East Coast Corridor (SFECC) Transit Analysis Study

Mr. Scott Seeburger, Florida Department of Transportation and Mr. Tom Hickey, Gannett Flemming gave a presentation and brief overview of the project, status report, and the findings and recommendations of Tier 1 of the SFECC study. Mr. Seeburger requested endorsement of the following Tier I recommendations compiled as part of the South Florida East Coast Corridor (SFECC) Study:

1. Divide the corridor into the South, Center, North and Full-Corridor study sections for detailed Tier II alternatives analyses and conceptual engineering study.
2. Acceptance of the recommended, appropriate technology set for each of the four recommended Tier II study sections.
3. Acceptance of the recommended, appropriate alignment set for each of the four recommended Tier II study sections.

Mr. Seeburger and Mr. Hickey reviewed the slide presentation included in the PTAC meeting packet. Beyond these slides, Mr. Seeburger announced that December 11 was the deadline for written comments on the study's Draft Programmatic Environmental Impact Statement (DPEIS) to be submitted. He mentioned that the project team hopes to submit the DPEIS, after incorporating all comments, to the Federal Transit Administration (FTA) in late December. Mr. Seeburger stated that he anticipates receiving a Record of Decision (ROD) back from FTA by April of 2007. This would allow Tier II of the study to proceed over the summer. Mr. Hickey also reviewed some additional slides beyond what was in the PTAC meeting packet, showing ridership projections by mode for the various study segments. However, Mr. Hickey cautioned that the ridership projections weren't a true reflection of the different technologies, but rather travel time. He added that the projections show approximately 6,000 new riders daily would use the Tri-Rail extension to Jupiter.

Mr. Cross asked the presenters about the status of the study's Technical and Policy Steering Committee, and expressed disappointment that the group had not met in some time. Mr. Seeburger responded that wished that the committee had met recently, but he was confident that key stakeholders were kept involved through frequent presentations to various other committees. Mr. Seeburger also stated that the study's Technical and Policy Steering Committee would meet again in January.

Mr. Roberson asked about the FTA's perception of Bus Rapid Transit (BRT) versus Light Rail Transit (LRT), as well as their attractiveness for development potential. Mr. Roberson also asked about the ability of a Metrorail-type vehicle to operate at grade. Ms. Everett-Lee commented on the modeling work for the study, noting that faster travel times due to operating on a separate right of way seems to carry more weight than transit friendly land uses. Discussion continued on this topic, with Ms. Delaney commenting on station area land use, potential comprehensive plan amendments, and the role of concurrency in approving new development near future station sites.

Ms. DeLaney made a motion for approval of the study's Tier I recommendations, and it was seconded by Mr. Stubbs. The Chair asked for further discussion and/or opposition to the motion. Hearing none, the Chair called a vote on the motion and it carried unanimously.

<b>INFORMATION / PRESENTATION ITEMS</b>
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Action not required, provided for information purposes only.
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**11. - INFORMATION:**      Tri-Rail Station Parking and Circulation Study

Mr. Goodman, Transportation Planner with SFRTA, presented an update on the Tri-Rail Station Parking and Circulation study. Mr. Goodman stated that following today's presentation, this item will be brought to the SFRTA Property Committee on December 15<sup>th</sup> and then to the SFRTA Board for approval in January 2007. The final report will then be completed after incorporating comments from the Board.

Mr. Goodman explained that one of the study's first tasks was going out and observing all 18 Tri-Rail stations. Features examined included how many parking spaces were being used, how circulation is working, station amenities, bus shelters, pedestrian accessibility, ADA issues, and pavement condition/stripping. Mr. Goodman explained that several stations parking are over 90% utilized right now, which by FDOT standards means that they are over capacity. Mr. Goodman stated that common



shortcomings among the stations include missing signage, a need for additional bus shelters, curbs that need to be fitted to meet ADA standards, a need for additional benches, parking lot re-striping, poor pavement condition, and a need for drainage improvements. Mr. Weidner asked if the parking lot counts were a one time event or multiple observations. Mr. Goodman replied that the counts were conducted one time at each station. Mr. Glickman asked if another round of observations was to be held during peak season. Mr. Cross answered that additional counts would not take place as part this study. Mr. Weidner commented that FDOT conducts counts on all of its park and ride lots twice per year.

Mr. Goodman also shared projected parking needs that were compiled by Cambridge Systematics as part of the study effort. The number of parking spaces needed in both the short and long term were compiled on a station-by-station and systemwide basis. Mr. Goodman also shared findings of the number and percentage of Tri-Rail riders arriving at station by various transportation modes. Systemwide, it was found that most passengers arrive by car, but the percentages varied greatly at some stations.

The study also included conceptual drawings for improving circulation and adding parking spaces for all Tri-Rail stations. Mr. Goodman presented the concepts for three stations (one in each county): Lake Worth, Hollywood, and Opa-Locka. Questions arose regarding the Lake Worth concepts, as Mr. Weidner confirmed that the area beneath I-95 will become available for Tri-Rail parking once road construction on the interstate is completed. He also expressed concerns that Tri-Rail parking spaces at that location may once again be occupied by students at the adjacent Lake Worth High School.

## **12. - INFORMATION:      SFRTA Strategic Regional Transit Plan - Update**

Mr. Joseph Quinty of SFRTA provided a brief update on the Strategic Regional Transit Plan. He announced that there had been some delay in the project, due to issues associated with the completion of the SERPM VI travel model. As a result, the SERPM V model is now being used. Mr. Quinty mentioned that the next major activity for the project will be individual briefings with staff for all of the agencies represented on the PTAC, which are slated to take place in December. Mr. Quinty stated that most of the briefings have already been scheduled, and he thanked all of the agencies for their flexibility in getting the dates and times for the briefings locked in.

## **13. - INFORMATION:      SFRTA Performance Measure Evaluation**

Mr. Joseph Quinty introduced SFRTA's Performance Measures Evaluation, which began in September and is scheduled to be completed by February. Mr. Quinty explained that the study is generally similar to the Performance Measures effort completed as part of the 2005 SFRTA TDP Major Update, but is seeking to go more into detail. He presented a draft version of the study's Take One Memorandum, a document containing peer review results and a list of performance measures to be used in the project's remaining tasks. Mr. Weidner asked if elements of the Transit Quality of Service Manual (TQSM) were included in the analysis, and also wondered if the findings might be applicable to concurrency issues. Mr. Quinty confirmed that some components of TQSM are part of the study. He also stated he didn't think the results from this study can be directly applied to concurrency, but that it will produce some measures and findings that can be developed further and eventually used for concurrency purposes. Mr. Quinty concluded by stating that additional information and a more detailed presentation on this item will be shared at either the January or February PTAC meeting.

<b>MONTHLY REPORTS</b>
Action not required, provided for information purposes only.

**OTHER BUSINESS**

Mr. Joseph Quinty presented a draft PTAC Meeting schedule for 2007 to Committee Members. He noted that this conceptual schedule called for more frequent meetings than in recent years. The schedule calls for monthly meetings except for June, August, and November. Mr. Quinty cited the upcoming SFRTA TDP Update, ongoing SFRTA Strategic Regional Plan, and numerous premium transit projects and studies in the region as reasons for meeting more often. There was consensus among committee members to follow this schedule for 2007.

**SFRTA EXECUTIVE DIRECTOR REPORTS/COMMENTS**

There were no Executive Director Reports/Comments at this meeting.

**PTAC MEMBER COMMENTS**

There were no further comments by committee members.

**ADJOURNMENT**

The meeting was adjourned at 11:10 a.m.

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**MARKETING COMMITTEE MEETING**  
**NOVEMBER 21, 2006**

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The Marketing Committee Meeting of the South Florida Regional Transportation Authority Board of Directors was held at 2:00 P.M. on Tuesday, November 21, 2006 at the South Florida Regional Transportation Authority, Main Conference Room, 800 Northwest 33<sup>rd</sup> Street, Suite 100, Pompano Beach, Florida 33064.

**COMMITTEE MEMBERS PRESENT**

Lili Agee, Palm Tran  
Bonnie Arnold (Chair), SFRTA/Tri-Rail  
Phyllis Berry, Broward County Transit  
Michael DeCossio, Miami-Dade Transit

**COMMITTEE MEMBERS NOT PRESENT**

Corine William's replacement, FDOT

**ALSO PRESENT**

Dan Glickman, Private Citizen  
Cassandra Harrell, SFRTA/Tri-Rail  
Robyn Hankerson, Bitner Goodman  
Kenny Rampersad, Palm Tran  
Timothy Roneker, Broward County Transit  
Steve Rosenberg, SFRTA/Tri-Rail  
Roosevelt Walters, Broward County Transit

## **CALL TO ORDER**

The Chair called the meeting to order at 2:25 p.m.

## **MINUTES APPROVAL –**

- Prior meeting Minutes were approved.

## **DISCUSSION ITEMS**

### **CIN PRESENTATION**

- Ms. Berry presented Mr. Roosevelt Walters and Mr. Tim Roneker, with Broward County Transit (BCT) who were on-hand to present an overview of the project to-date, including the Info-Agent Module used by customer service agents and the Info-Web Module used by the public for trip planning. Part of the discussion was also to address whether pro-action is needed at any point in this process.
- Most of the presentation took the point-of-view of the users of the system, both Info-Agent and Info-Web, on getting transit information.
- Mr. Walters did a demonstration of the system by asking for a starting and destination point for travel. Mr. Michael DeCossio stated that passengers would find it confusing when an end-of-the-line destination (i.e. Dadeland South) shows in the destination field after the search is entered, if the person's destination is somewhere short of the terminus.
- Mr. Walters stated that this part of the network is working very well, but he further stated that any time there is a problem with Info-Agent; there is a problem with Info-Web. Modifications are always being performed to enhance Info-Agent Module when it is determined changes are necessary for better output.
- All of the properties will be using the Info-Agent for giving information on the whole system. Mr. Walters stated that BCT already has a system which provides information faster, but it only provides Broward County information. Trapeze was chosen as the firm to develop the CIN for use by the three counties' transit systems. BCT is interfacing with the other regional bus systems and this is where some problems have surfaced.
- Via the web, entries can be made by street number, street intersection or by landmarks as well as by the bus stop location number.
- Ms. Bonnie Arnold pointed out an itinerary she entered as an example of poor routing: Kravis Center in West Palm Beach to the Festival Flea Market in Pompano Beach. The system advised her to go southbound on Tri-Rail to Golden Glades and then take a bus from there, north on 441, rather than to get off Tri-Rail in Pompano Beach and to take the Number 34 BCT bus right to the flea market.
- Ms. Lili Agee stated that Palm Tran is not using the system because it is not ready to be used by its agents. She is frustrated that Palm Tran is outlaying money for a product that is not being used yet.
- The reason for additional funds being needed by Trapeze is due to modifications not included in the original scope of services.
- Mr. Kenny Rampersad stated that Trapeze should be monitoring the problems on their end rather than having the agency report glitches that are being encountered.

- Very often, a problem will arise, and when entered later, the solution to the travel inquiry comes up differently. The original request, no longer with the same response, is called a “disappearing transfer.”
- Miami-Dade Transit is presently using the system and the corrections are being made, but per Mr. DeCossio, the changes disappear the next time the same request is made. It appears that every time a data load is done, existing information is corrupted; therefore complaints about incorrect information are being lodged by the using public.
- Ms. Agee suggested a meeting with Trapeze and the involved agencies due to the billings for services not being rendered and a still unfinished product. Mr. Walters stated that Trapeze’s anticipated response will be that whatever work is being performed at this point, was not included in the original scope of services. Ms. Agee further asked the question “We are paying for a finished product, but where is the finished product after all this time?”
- Ms. Arnold asked what has to be done at this point to bring the finished product to fruition. Mr. Walters stated that Broward County will not sign off until they have a finished product, but individual modules have been signed off. His feelings are that he would rather wait to sign off on completed modules because signing off on modules denotes completion and if all modules are signed off on, and the product still doesn’t work, there will be very little recourse.
- Ms. Berry stated that Westwood One was hired by FDOT to negotiate and oversee the Trapeze project, as part of the 511 project. Westwood One signed off on this because there was a rush to get this project done. BCT was perceived as trying to stall because of questions being raised and because BCT already has a system. MDT was very anxious to get this project going. Ms. Agee asked Mr. Walters about the use of the \$110,000 Palm Tran recently paid. Mr. Walters answered that once everything is in place, there will be a system that works most of the time.
- Ms. Arnold stated that Westwood One needs to be involved. Mr. Walters asked for a meeting with just the agencies and then a further meeting with Westwood One, followed by another meeting with Trapeze. The Committee agreed that the task force needs to be involved, under the guidance of the Chair, Ruby Adams of MDT. Mr. DeCossio stated that MDT’s unit is being moved to 311.
  - **Motion: SFRTA’s RTA Marketing Committee requests that a meeting be called by the CIN Task Force, including transit agencies only. Ms. Agee stated the Motion, Mr. DeCossio seconded the Motion.**
- Mr. Glickman stated that as a member of the public, he hoped that at a certain point in time, problems would be documented with information that can be addressed and dealt with. His feelings are that in doing so, the agencies would be providing supporting documentation and numbers in order to track progress. Mr. Walters explained that this process is being followed presently as agents log in their problems on the computer which are then forwarded to Westwood 1 and Trapeze or Logictree to which the software company identifies, resolves and sends back what they did to correct the problem.
- Mr. DeCossio stated that he would speak with Ms. Ruby Adams tomorrow about setting up a CIN Task Force Meeting and if necessary, will ask Ms. Arnold to contact Mr. Roosevelt Bradley of MDT on behalf of this Committee. Mr. Walters requested that this meeting be a

sit-down face-to-face meeting, rather than a conference call. He also stated that he feels that he will be pressured for acceptance of the IVR by the end of the month, so would like this meeting to take place as soon as possible.

- Ms. Berry asked Mr. DeCossio if 311 will give the same kind of information as 511. Mr. DeCossio stated that 311 is the one phone number that can be called for all County services.
- Mr. Roneker demonstrated the Interactive Voice Response (IVR) system. This is not a trip planning system. People must know the route number when they call. Mr. Walters showed the following example of the IVR not doing its job properly because it does not understand directions. If a route meanders in different directions, the IVR won't be able to help. For example, if a route is north/south but travels east/west in some areas, that part won't be recognized.
- With regard to fiscal output, Mr. Walters stated that this project will always cost money, due to upgrades and maintenance and if the changes are not kept current, the system will not function as needed. By November 2008, the decision must be made whether additional funds will be put into this project.

#### **OTHER ISSUES**

- Ms. Berry complimented Tri-Rail and MDT for working well on her venture to the Miami Book Fair International this past Saturday. She said her experience was very positive and that she noticed many people using the systems.

#### **TRAIN AND BUS SCHEDULE / ROUTE UPDATES**

No discussion took place at this meeting.

#### **AGENCY REPORTS**

##### **BROWARD COUNTY TRANSIT**

No additional comments

##### **FDOT**

No representation at this meeting.

##### **MIAMI-DADE TRANSIT**

- Developing ads for a corporate sales pool. Ms. Arnold suggested approaching South Florida Commuter Services for funding help and would like to ask Mr. Udvardy to attend the next meeting.

##### **PALM TRAN**

Ms. Agee left this meeting after the CIN presentation

##### **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY / TRI-RAIL**

- Ms. Arnold stated that a Street Team has been started utilizing a youth organization in Deerfield Beach. This team will work many events.

- Ms. Arnold stated that the next big push will be when 48-trains begin running in March and would like to do a large job fair at Golden Glades and feels many companies would be interested in being involved.
- EDP representatives have been spending one day at each of American Airlines' divisions in order to create interest in the EDP. 25,000 airport workers start a shift at 6:00 a.m. A survey is being performed to determine whether enough people are interested in using Tri-Rail to necessitate a schedule change with which a train will arrive at 5:30 a.m., giving them enough time to get to work by 6:00 a.m.

**OLD BUSINESS**

None

**NEW BUSINESS**

A meeting will not be held in December, but will resume on January 16, 2007.

With no further comments, the meeting adjourned at 4:05 p.m.

**MINUTES**  
**CITIZENS ADVISORY COMMITTEE MEETING**  
**OF NOVEMBER 3, 2006**

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The Citizens Advisory Committee meeting was held at 10:00 a.m. on Friday, November 3, 2006 in the Board Room of the South Florida Regional Transportation Authority (SFRTA), Administrative Offices, located at 800 NW 33<sup>rd</sup> Street, Suite 100, Pompano Beach, FL 33064.

**COMMITTEE MEMBERS PRESENT:**

Mr. Davidson Barlett  
Ms. Susan Haynie, Chair  
Mr. David Rush  
Mr. Anthony Robinson  
Ms. Patricia Archer

**COMMITTEE MEMBERS ABSENT:**

Ms. Jan Savarich  
Mr. Rick Rodriguez Pina

**ALSO PRESENT:**

Mr. Joseph Giulietti, SFRTA Executive Director  
Mr. Jack Stephens, SFRTA Deputy Executive Director  
Ms. Bonnie Arnold, SFRTA  
Mr. Brad Barkman, SFRTA  
Mr. William Cross, SFRTA  
Mr. Dan Glickman  
Ms. Diane Hernandez Del Calvo, SFRTA  
Ms. Renee Mathews, SFRTA  
Mr. Scott Seeburger, FDOT  
Ms. Flavia Silva, SFRTA

**CALL TO ORDER**

The Chair called the meeting to order at 10:10 a.m.

**PLEDGE OF ALLEGIANCE**

The Chair led the Pledge of Allegiance.

**ROLL CALL**

The Chair requested a roll call. A quorum was not established.

**AGENDA APPROVAL** – Additions, Deletions, Revisions



No action taken.

**MATTERS BY THE PUBLIC** – Persons wishing to address the Committee are requested to complete an “Appearance Card” and will be limited to three (3) minutes. Please see the Minutes Clerk prior to the meeting.

Mr. Glickman, a Deerfield Beach resident, addressed the Committee regarding SFRTA’s use of state and federal funds to settle litigations. Mr. Glickman also inquired about the Committee’s non-involvement with the decisions.

Mr. Giulietti stated that federal and state funds were used by the SFRTA with full approval of SFRTA’s Governing Board and support from both the Florida Department of Transportation (FDOT) and the Federal Transit Administration (FTA).

<b>CONSENT AGENDA</b>
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Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion in the form listed below. If discussion is desired by any Committee Member, however, that item may be removed from the Consent Agenda and considered separately.
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C1. MOTION TO APPROVE: Minutes of the Citizens Advisory Committee Meeting of April 14, 2006.

C2. MOTION TO APPROVE: Minutes of the Citizens Advisory Committee Meeting of June 9, 2006.

No action taken.

<b>REGULAR AGENDA</b>
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Those matters included under the Regular Agenda differ from the Consent Agenda in that items will be voted on individually. In addition, presentations will be made on each motion, if so desired.
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R1 – MOTION TO ELECT: Citizens Advisory Committee Chair and Vice-Chair for Fiscal Year 2006-07

No action taken.

<b>INFORMATION / PRESENTATION ITEMS</b>
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Action not required, provided for information purposes only.
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II. PRESENTATION: South Florida East Coast Corridor Regional Transit Analysis Study Update

Mr. Seeburger, FDOT District IV, updated the Committee on the progress of the South Florida East Coast Corridor Regional Transit Analysis Study.

Mr. Robison inquired the status of Phase B.

Mr. Giulietti stated that due to a confidentiality agreement he signed, his comments are limited to informing the Committee that a Request for Proposal (RFP) for procurement of a train control system for dispatching on the South Florida Rail Corridor and, the creation of an Evaluation and Selection Committee for the analysis and ranking of proposals for the RFP were approved by SFRTA Governing Board at its October 27, 2006 meeting.

**The Chair moved the discussions to the next item on the Agenda.**

**12. PRESENTATION: Planning & Capital Development Department Activities**

Mr. Cross, Manager of Planning & Capital Development, provided a presentation on current and future planning activities of the SFRTA which included the Strategic Regional Transit Plan, Tri-Rail Station Parking Study, Central Palm Beach Transit Corridor, 2006 Transit Development Plan Update, Funding and Grants, Jupiter Extension, Vanpool Program, 2007 Regional Transit Summit, the Segment 5 Project Before and After Study, Kendall Link Study, Tri-Rail Boca Raton Station Development, 2007 Rail~Volution Conference and Tri-Rail Stations Development.

**The Chair moved the discussions to the next item on the Agenda.**

**EXECUTIVE DIRECTOR REPORTS/COMMENTS**

**1. General SFRTA Update**

Mr. Giulietti updated the Committee on the operations of the Diesel Multiple Unit (DMU), Tri-Rail's ridership growth and on time performance. Mr. Giulietti stated that a Proclamation for Mr. Bill Keith will be held during the December 8<sup>th</sup>, 2006 SFRTA Governing Board meeting.

**OTHER BUSINESS**

**1. Next CAC Meeting**

The next CAC Meeting will be held on January 12, 2007 in the SFRTA Board Room at 10am.

**ADJOURNMENT**

**The meeting was adjourned at 11:20 a.m.**

**MINUTES**  
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**ADA ADVISORY COMMITTEE MEETING OF NOVEMBER 28, 2006**

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The ADA Advisory Committee meeting was held at 2:00 p.m., on Tuesday November 28, 2006 in the Main Conference Room of the South Florida Regional Transportation Authority (SFRTA), Administrative Offices located at 800 NW 33<sup>rd</sup> Street, Suite 100, Pompano Beach, FL 33064.

**COMMITTEE MEMBERS PRESENT:**

Ms. Deborah Byrnes, Broward County MPO  
Mr. David Evans, Transportation Disadvantaged Board, Palm Beach County  
Mr. Lou Ferri, Palm Tran  
Ms. Maud Gonzalez, Miami-Dade Transit  
Ms. Marie Jarman, SFRTA  
Ms. Angela Morlok, Palm Beach MPO

**COMMITTEE MEMBERS ABSENT:**

Ms. Andrea Busada, Broward County Transit  
Ms. Karen Caputo, Transportation Disadvantaged Board, Broward County  
Mr. Mac Glasgow, Transportation Disadvantaged Board, Miami-Dade County  
Ms. Nina Holland, Palm Beach County Office of Equal Opportunity  
Ms. Ilene Hyams, ADA Coordinator, Miami-Dade County  
Mr. Brandon Jewell, Broward County Office of Equal Opportunity  
Ms. Elizabeth Rockwell, Miami-Dade County MPO

**ALSO PRESENT:**

Mr. Brad Barkman, SFRTA  
Mr. Patrick Cavanaugh, Broward County Transit  
Mr. Kamal El Sheikh, SFRTA  
Ms. Maggie Ferrara, SFRTA  
Mr. Eric Goodman, SFRTA  
Ms. Diane Hernandez Del Calvo, SFRTA  
Mr. Michael Lulo, SFRTA  
Ms. Flavia Silva, SFRTA

**CALL TO ORDER**

The Chair called the meeting to order at 2:05 p.m.

**AGENDA APPROVAL** – Additions, Deletions, Revisions

**Mr. Ferri moved for approval of the Agenda. The motion was seconded by Mr. Evans.**

**The Chair called for further discussion and/or opposition to the motion. Upon hearing none, the Chair declared the Agenda approved unanimously.**

### **DISCUSSION ITEMS**

There were no discussion items at this meeting.

**MATTERS BY THE PUBLIC** – Persons wishing to address the Committee are requested to complete an “Appearance Card” and will be limited to three (3) minutes. Please see the Minutes Clerk prior to the meeting.

There were no matters by the public at this meeting.

<b>CONSENT AGENDA</b>
Those matters included under the Consent Agenda are self-explanatory and are not expected to require review or discussion. Items will be enacted by one motion in the form listed below. If discussion is desired by any Committee Member however, that item may be removed from the Consent Agenda and considered separately.

C1 – **MOTION TO APPROVE**: Minutes of the ADA Advisory Committee Meeting of September 26, 2006

The Chair stated that on page 1, Commissioner Robert Siedlicki’s last name is misspelled and it should read “Commissioner Robert Siedlicki”.

Ms. Morlok stated that on page 1, it reads “Ms. Angela Morlok, Palm Beach County MPO” but it should read “Ms. Angela Morlok, Palm Beach MPO”.

Ms. Gonzalez, stated that on page 4 under “Other Business” bullet number 2, it reads “Ms. Cargill stated that CSXT allowed Tri-Rail to move the crossing gate further away from the tracks making the pedestrian crossway accessible.” and it should read “Ms. Cargill stated that CSXT allowed Tri-Rail to move the crossing gate closer to the tracks making the pedestrian crossway accessible.”

**Mr. Evans moved for approval of the amended Consent Agenda. The motion was seconded by Mr. Ferri.**

**The Chair called for any discussions and/or opposition to the motion. Upon hearing none, the Chair declared the Consent Agenda approved as amended.**

<b>REGULAR AGENDA</b>
Those matters included under the Regular Agenda differ from the Consent Agenda in that items will be voted on individually. In addition, presentations will be made on each motion, if so desired.

There are no Regular Agenda Items at this meeting.

<b>INFORMATION / PRESENTATION ITEMS</b>
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Action not required, provided for information purposes only.
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I1 – INFORMATION:            Tri-Rail Golden Glades Station ADA Assessment Status Update

Mr. Lulo, Project Manager of SFRTA's Engineering Department, provided an update on the progress made on correcting the deficiencies found at the Tri-Rail Golden Glades station during the June 2006 station assessment. Mr. Lulo stated that the majority of the recommendations have been addressed.

Ms. Jarman stated that the findings and corrective actions taken to bring the Golden Glades station to compliance will be taken to the SFRTA Governing Board as an information item at the January 2007 meeting.

**The Chair moved the discussions to the next item on the Agenda.**

I2 – PRESENTATION:            Emergency Procedures Demonstration Update

The Chair stated that on October 24, 2006 members of the Committee along with SFRTA's Director of Operations, Mr. Barkman, conducted a demonstration of SFRTA's Alternative Passenger Access Procedures for Elevator Failure. The Chair added that the purpose of the demonstration was to perform procedures that would need to be taken in the event the elevators at the destination station are not functioning and a passenger cannot use the stairs to cross the platform.

Ms. Morlok and Ms. Gonzalez both stated that Palm Tran and Miami-Dade Transit (MDT) have Transit Guides for passengers (Rider's Guide).

Ms. Jarman requested Ms. Morlok and Ms. Gonzalez to forward the Transit Guides for Palm Tran and Miami-Dade Transit respectively.

**The Chair moved the discussions to the next item on the Agenda.**

I3 – INFORMATION:            ADA Advisory Committee 2006 Goals Status

The Chair explained to the Committee that during calendar year 2006, the Committee developed a set of annual goals to fulfill its objective of providing input and advice to the SFRTA on the issues that have an impact on persons that are transportation disadvantaged.

There was discussion amongst the members regarding the 2006 goals and how they were achieved. It was a consensus that Goal # 1 – Monitor projects within the SFRTA's Transit Development Plan (TDP) that have been identified for implementation and which relates to improved accessibility for persons with disabilities by December 2006 - will be carried over to the 2007 goals.

Ms. Morlok stated that although Goal # 4 – Participate in a demonstration of SFRTA Elevator Procedures by December 2006 – was accomplished, the procedures need to be reviewed for compliance with ADAAG regulations and suggested during calendar year 2007, the Committee reviews the “Alternative Passenger Access Procedures for Elevator Failure” for compliance.

Ms. Hernandez stated that the procedures should be in a format available to the public.

Mr. Barkman, Director of SFRTA’s Operations Department, stated that the Procedures were reviewed and evaluated by SFRTA’s ADA Consultant and found to be in compliance with ADAAG regulations.

Ms. Gonzalez requested the ADA Certificate of Compliance for the “Alternative Passenger Access Procedures for Elevator Failure”.

**The Chair moved the discussions to the next item on the Agenda.**

I4 – PRESENTATION: SFRTA Parking Study Report

Mr. Goodman, Transportation Planner of SFRTA’s Planning & Capital Development Department, provided an overview of the Parking and Circulation Study and stated that the main purpose of the study is to identify existing and future parking needs at the Tri-Rail’s stations.

**The Chair moved the discussions to the next item on the Agenda.**

REPORTS
Action not required, provided for information purposes only.

#### A. CUSTOMER SERVICE REPORT

Ms. Jarman, on behalf of SFRTA’s Customer Service Manager, stated that there were no ADA related complaints from August through October 2006.

#### B. OPERATIONS MONTHLY REPORTS

Ms. Ferrara, SFRTA Operations Department, presented the Operations Monthly Report which summarized the ridership numbers from August through September 2006. Ms. Ferrara also presented a report which highlighted wheelchair boardings from January through October 2006.

#### OTHER BUSINESS

##### 1) Broward County 2006 DisAbilities Expo– October 21, 2006

The Chair reported to the Committee that the Broward County 2006 Disabilities Expo was held at the Nova Southeastern Campus in Davie on October 21, 2006. During the event, the Committee was represented by the Chair, Ms. Jarman, Ms. Silva and other SFRTA employees.

## 2) Broward County ADA Transition Plan and the Mass Transit Division's ADA Compliance Issues

Mr. Cavanaugh, Broward County Transit (BCT), provided an overview of Broward County ADA Transition Plan and the Mass Transit Division's ADA Compliance Issues. Mr. Cavanaugh stated that BCT has hired an ADA Compliance Officer.

The Chair stated that Broward County is undergoing a major ADA Transition Plan Update and is currently reviewing and assessing all county facilities for ADA compliance.

## 3) ADA Advisory Committee 2007 Goals

The Chair requested that members of the Committee submit their ADA Advisory Committee 2007 Goals suggestions to her and Ms. Jarman via e-mail. The goals will then be compiled and brought back to the Committee at the next meeting for review and approval.

## ADA ADVISORY COMMITTEE MEMBER COMMENTS

There were no comments from the ADA Advisory Committee members.

## ADJOURNMENT

The meeting was adjourned at 4:35pm.

SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING: JANUARY 26, 2007

AGENDA ITEM REPORT

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☒ Information Item      ☐ Presentation

TRI-RAIL GOLDEN GLADES STATION ADA ASSESSMENT REPORT

SUMMARY EXPLANATION AND BACKGROUND:

The South Florida Regional Transportation Authority (SFRTA) ADA Advisory Committee developed goals for the year 2006 in an effort to continue to provide input and advice to Administration and SFRTA's Board regarding issues that have a greater or different impact on the transportation disadvantaged population.

One of the 2006 goals of the ADA Advisory Committee included: a) provide an in-depth review of a minimum of one Tri-Rail Station by June 2006 for compliance with the current ADA guidelines and provide recommendations to the SFRTA and, b) monitor the recommendations from each station assessment performed by the Committee for compliance with the ADA guidelines by December 2006, subject to funding availability.

To accomplish this goal, on June 22, 2006, the ADA Advisory Committee and Don Kloehn, SFRTA's ADA Consultant, conducted an assessment of the Tri-Rail Golden Glades station to ascertain ADA compliance. The attached report (Exhibit 1) was compiled outlining the issues/deficiencies, the recommendations, ADAAG requirements and the status of the deficiencies.

SFRTA'S Engineering Department is currently in the process of correcting the outlined deficiencies. To date seven (7) of the ten (10) deficiencies have been corrected. The remaining three (3) items are expected to be completed by the end of January 2007.

EXHIBITS ATTACHED:      Exhibit 1 – Tri-Rail Golden Glades Station ADA Assessment Findings Report - June 22, 2006



TRI-RAIL GOLDEN GLADES STATION ADA ASSESSMENT REPORT

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Recommended by: \_\_\_\_\_  
Department Director      Date

Approved by: N/A  
Contracts Director      Date

Authorized by: [Signature] 11/17/07  
Executive Director      Date

Approved as to Form by: \_\_\_\_\_  
General Counsel      Date

AGENDA ITEM NO.

Page two

TRI-RAIL GOLDEN GLADES STATION ADA ASSESSMENT REPORT

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Recommended by: \_\_\_\_\_  
Department Director Date

Approved by: \_\_\_\_\_  
Contracts Director Date




Authorized by: \_\_\_\_\_  
Executive Director Date

Approved as to Form by \_\_\_\_\_ 1/16/07  
General Counsel Date




## TRI-RAIL GOLDEN GLADES STATION – ADA ASSESSMENT FINDINGS – JUNE 22, 2006

Photographs	Issue/Deficiency	Discussion/Recommendation	ADAAG Requirement	Status
<b>– GOLDEN GLADES STATION –</b>				
	<p><u>Parking - General</u></p> <p>The existing accessible parking will not be the closest parking to the new accessible entrance once the entrance elevator is placed in operation.</p>	<p>According to SFRTA staff, the parking area adjacent to the new accessible entrance to the station (elevator) will be restriped to provide the required accessible parking spaces.</p> <p>A design review of the plans for new accessible parking area should be performed prior to restriping and an assessment performed following completion of the work to insure compliance with ADAAG parking requirements.</p>	<p><b>ADAAG 4.6.2 Location.</b> Accessible parking spaces serving a particular building shall be located on the shortest accessible route of travel from adjacent parking to an accessible entrance. In parking facilities that do not serve a particular building, accessible parking shall be located on the shortest accessible route of travel to an accessible pedestrian entrance of the parking facility. In buildings with multiple accessible entrances with adjacent parking, accessible parking spaces shall be dispersed and located closest to the accessible entrances.</p>	<p>→ Expected completion date:</p> <p>JANUARY 31, 2007</p> <p>Partially complete. Additional spaces were provided adjacent to elevators entrance. Additional asphalt patching and stripping is required in order to complete.</p>
	<p><u>Accessible Route</u></p> <p>The security cages placed around emergency light units mounted to the chain link wall of the pedestrian overpass are mounted less than 80 inches above the walking surface and present protruding object hazards.</p>	<p>The protruding object hazards must be removed.</p>	<p><b>ADAAG 4.4.1 General.</b> Objects projecting from walls (for example, telephones) with their leading edges between 27 inches and 80 inches above the finished floor shall protrude no more than 4 inches into walks, halls, corridors, passageways, or aisles. Objects mounted with their leading edges at or below 27 inches above the finished floor may protrude any amount. Protruding objects shall not reduce the clear width of an accessible route or maneuvering space.</p>	<p>→ Expected completion date:</p> <p>JANUARY 31, 2007</p> <p>One light needs to be relocated 1.5 inches upwards.</p>

## TRI-R AIL GOLDEN GLADES STATION – ADA ASSESSMENT FINDINGS – JUNE 22, 2006


Photographs	Issue/Deficiency	Discussion/Recommendation	ADAAG Requirement	Status
	The drain grates at each end of the highway overpass have elongated openings that are one inch.	The drain grates must be replaced with grates that have openings that do not exceed 1/2 inch in width.	<b>ADAAG 4.5.4 Gratings.</b> If gratings are located in walking surfaces, then they shall have spaces no greater than 1/2 inch wide in one direction. If gratings have elongated openings, then they shall be placed so that the long dimension is perpendicular to the dominant direction of travel.	<b>COMPLETED</b>
	The ramp structure on the pathway from the parking area to the entrance elevator presents a protruding object that is not cane detectable.	A railing, fence, or curbing should be installed along the ramp to provide a cane detectable warning surface.	<b>ADAAG 4.4.2 Head Room.</b> Walks, halls, corridors, passageways, aisles, or other circulation spaces shall have 80 in (2030 mm) minimum clear head room (see Fig. 8(a)). If vertical clearance of an area adjoining an accessible route is reduced to less than 80 in (nominal dimension), a barrier to warn blind or visually-impaired persons shall be provided (see Fig. 8(c-1)).	<b>COMPLETED</b>
	<u>Entrance</u>  The entrance to the station provided by the east elevator (from parking area) has a raised letter and Braille entrance sign with raised characters greater than 2 inches in height and the sign is mounted higher than 60 inches from the finished walkway.	A compliant tactile entrance sign must be displayed at the entrance.	<b>ADAAG 4.30.4 Raised and Brailled Characters.</b> Letters and numerals shall be raised 1/32 inch minimum, upper case, sans serif or simple serif type and shall accompanied with Grade 2 Braille. Raised characters shall be at least 5/8 inch high, but no higher than 2 inches.  <b>ADAAG 4.30.6 Mounting Height.</b> Mounting height shall be 60 inches above the finish floor to the centerline of the sign.	<b>COMPLETED</b>

## TRI-RAIL GOLDEN GLADES STATION – ADA ASSESSMENT FINDINGS – JUNE 22, 2006

Photographs	Issue/Deficiency	Discussion/Recommendation	ADAAG Requirement	Status
	<p><u>Elevators</u></p> <p>The three elevators at the station are in various stages of construction. The main east entrance elevator cab could not be assessed, but the two elevators serving the pedestrian overpass to the platform were operational and available for assessment.</p>	An ADA assessment of the main east entrance elevator should be planned when elevator is ready for operational use.	<b>ADAAG 4.3.2(2) Accessible Route Location.</b> At least one accessible route shall connect accessible buildings, facilities, elements, and spaces that are on the same site.	<b>COMPLETED</b>
	<p>The three elevators do not have the international symbol of accessibility (ISA) displayed at each landing.</p>	The ISA must be displayed at each elevator entrance and be at least 6 inches in height.	<b>4.30.7 Symbols of Accessibility.</b> (1) Facilities and elements required to be identified as accessible by 4.1 shall use the international symbol of accessibility. The symbol shall be displayed as shown in Fig. 43(a)(b).	<b>COMPLETED</b>
	<p><u>Signage</u></p> <p>A raised letter and Braille station name sign is not provided on the boarding platform (typically installed on the mini-high platform).</p>	At least one tactile station name sign must be installed at the boarding area.	<b>ADAAG 10.3.1 New Construction.</b> (6) A minimum of one sign identifying the specific station and complying with 4.30.4 and 4.30.6 shall be provided on each platform or boarding area. All signs referenced in this paragraph shall, to the maximum extent practicable, be placed in uniform locations within the transit system.	<b>COMPLETED</b>



## TRI-RAIL GOLDEN GLADES STATION – ADA ASSESSMENT FINDINGS – JUNE 22, 2006

<i>Photographs</i>	<i>Issue/Deficiency</i>	<i>Discussion/Recommendation</i>	<i>ADAAG Requirement</i>	<i>Status</i>
	The mini-high platform is not identified by the international symbol of accessibility (ISA).	An ISA symbol must be installed to identify the mini-high platform as an accessible element for boarding the trains.	<b>ADAAG 4.30.7 New Construction.</b> (1) Facilities and elements required to be identified as accessible by 4.1 shall use the international symbol of accessibility.	<b>COMPLETED</b>
	There are no station identification signs on the platform at frequent intervals.	Station identification signs must be installed at frequent intervals.	<b>ADAAG 10.3.1 New Construction.</b> (5) Stations covered by this section shall have identification signs complying with 4.30.1, 4.30.2, 4.30.3, and 4.30.5. Signs shall be placed at frequent intervals and shall be clearly visible from within the vehicle on both sides when not obstructed by another train.	→ Expected completion date:  JANUARY 31, 2007  New signs were fabricated and delivered and will be installed.

## **Engineering & Construction Executive Summaries December 2006**

### **Segment 5 Construction, December 2006**

To date, all **43.4 miles** of double tracking are in service under the Segment 5 Project (Work Area 1 = 3.8 miles, Work Area 2 = 5.8 miles, Work Area 3 = 5.1 miles, Work Area 4 = 4.5 miles, Work Area 5 = 5.4 miles, Work Areas 6 & 7 = 5.9 miles, Work Area 8 & 9 = 7.8 miles, Work Areas 10 & 11 = 4.0 miles, and Work Area 12 = 1.1 miles).

Project Substantial Completion was achieved on March 29, 2006. The Contractor is working toward Project Final Acceptance. *In December, all punch list items were completed. Touchup painting at stations was almost completed, but a few areas still need touchup painting at Metrorail and Ft. Lauderdale Stations. The painting remaining is minimal and expected to be completed by mid-January. The rehab of the C-11 Canal Bridge is scheduled to be completed in February 2007 under a Change Order to the NRB Project.*

### **New River Bridge Construction, December 2006**

Bridge Substantial Completion was achieved on November 27, 2006. Substructure completed to date are: all forty drilled shafts with CSL test results; thirty-eight columns; two end bents and forty pier caps. This constitutes completion of all substructure work.

Superstructure completed to date are: all concrete beams for Spans #1 thru #14 and #16 thru #40, all diaphragms for Spans #1 through #40, and concrete decks on Spans #1 through #40 including the concrete deck for the center span 15 (steel span) plus all waterproofing. This constitutes completion of all superstructure work.

At the south end of the Project the contractor completed the installation of the precast wall "A" panels, drainage under the T-Walls, and the sub-ballast.

At the northern end of the Project, the contractor completed the concrete leveling pads, precast curb panels and barrier walls. All wall "A" panels on the approach ramp and adjacent to the steel span 15 have been set in place. To date, all 5,779 lf of Wall A panels have been fabricated, delivered to the site and installed. All the drainage is installed. Grading and compacting of the sub-ballast north to the Davie Blvd. overpass is complete. Work continues on berms and site drainage.

Schedule Control – Schedule Update 30NR (data date of October 31, 2006) with a December 12, 2006 forecasted Substantial Completion date was accepted with comments by SFRTA/PMC. Schedule Update 31NR is currently under review.

SFRTA/FDOT has negotiated a time extension of 111 days pertaining to the Bascule Bridge delays (CO#43), however the cost negotiations are currently on-going.

Cost Control – WGI's Payment Application No. 35 was recommended for payment approval to SFRTA/Tri-Rail by the PMC on November 10, 2006. This application was based on earned values and comprised costs for Work progressed on the Project during October 2006. As of October 31, 2006, WGI has expended \$53,672,669.70 (83.97%) of the contract price (\$63,920,217.14). Also, it has passed the current contract substantial completion date of November 6, 2006, which yields 1,218 days of the Contract duration.

## Segment 5 Project Status Executive Summary for December 2006

### **CONSTRUCTION**

**All Segment 5 Double Track areas are now in service** – Total Number: 12 Work Areas (7 in Palm Beach County, 4 in Broward County and 1 in Miami-Dade County). To date, Substantial Completion has been issued for the track/civil/ROW for Work Areas 1 – 12. Substantial Completion was also issued for Sound Barrier Walls 1 – 7; Mangonia Park, West Palm Beach, Lake Worth, Boynton Beach, Delray Beach, new Boca Raton, Ft. Lauderdale, Sheridan Street, Hollywood and Metrorail Stations; and the following bridges: WPB Stub Culvert, WPB C-51, Boynton Beach C-16, E-4N, Lateral L-30, Lake Ida Outlet, C-15, E-4S, NFNR C-12, C-10 Spur and C-10.

- **Work Area 1 (3.8 Miles)** double tracking complete and in service.
- **Work Area 2 (5.8 Miles)** double tracking complete and in service.
- **Work Area 3 (5.1 Miles)** double tracking complete and in service.
- **Work Area 4 (4.5 Miles)** double tracking complete and in service.
- **Work Area 5 (5.4 Miles)** double tracking complete and in service.
- **Work Areas 6 & 7 (5.9 Miles)** double tracking complete and in service.
- **Work Areas 8 & 9 (7.8 Miles)** double tracking complete and in service.
- **Work Areas 10 & 11 (4.0 Miles)** double tracking complete and in service.
- **Work Area 12 (1.1 Miles)** double tracking complete and in service.

**Bridges** - Total number: 24 bridges at 12 water crossings (11 new, 13 replacement and/or rehabilitation).

- All 11 New bridges are complete including punchlist items.
- Demo & Replace bridges: four are complete - WPB Stub culvert (ML1), Lake Ida Outlet (ML1), C-10 (ML2), and E-4N (ML2); one is deleted from project scope - Dania Cut-Off C-11 (ML2).
- 8 Rehabilitated bridges are complete: WPB C-51 (ML2), Boynton Bch C-16 (ML1), Lateral L-30 (ML2), C-15 (ML2), E-4S (ML1), NFNR C-12 (ML1), C-10 Spur (ML2) and Dania Cut-Off C-11 (ML1)
- The last bridge to be rehabilitated is the Dania Cut-Off C-11 (ML2). This work is being completed under the New River Bridge Contract and will be completed by January 2007.

### **Earthwork**

- Earthwork is complete in Work Areas 1 – 12 and all punchlist items completed.

**Grade Crossings** - 70 total grade crossings (39 required trackwork & full closure work, 31 required full closure work only).

Work has been performed at 69 crossings (All 39 trackwork and full closure crossings are complete; 30 of 31 upgrade crossings have the civil work and signal work complete including punchlist items. NW 36<sup>th</sup> Street crossing still needs exit gate arms installed but will not be installed under Segment 5 Contract due to modifications needed due to a signal bridge installed last year after Hurricane Wilma. This work is scheduled to be completed by CSXT in early 2007.

### **I-95 Sound Barrier Walls (1-7)**

- Sound Walls 1-7 in Palm Beach County have been completed and turned over to FDOT for maintenance.

### **Signals**

Work Areas 1 – 12 signal tape load testing and commissioning is complete. Signal work at 30 of the 31 upgrade crossings for the installation of exit and pedestrian gates has been completed.

### **Stations, Layover Facility, and Operations Center**

- Construction complete *including punchlist items*: Lake Worth, Boynton Beach, Delray Beach, new Boca Raton, Fort Lauderdale, Sheridan Street, Hollywood, Mangonia Park, West Palm Beach and Metrorail Stations.
- All outstanding issues completed at the West Palm Beach Operations and Layover Facilities and both facilities are in use by SFRTA Operations Staff.

### **Trackwork**

- Trackwork is completed in Work Areas 1 – 12. *The last two punch list items were completed in December 2006.*

### **Passenger Information System (PIS)**

All 18 stations within the SFRC have the PIS fully operational. All punchlist items have been verified as of March 30, 2006. Simultaneous/independent messaging installation was completed in May 2006



## **New River Bridge Project Executive Summary for December 2006**

### **CONSTRUCTION PROGRESS: Bridge is substantially completed**

All forty drilled shafts with corresponding CSL tests, pier caps, and thirty-eight columns and two end bents have been completed.

Main span steel erection was completed this month including the handrail attached to the west side of the span.

To date, all decks have been completed and waterproofed. North and south approach slabs are complete. Waterproofing membrane and protective asphaltic boards were placed across the main span and are complete and acceptable (span 15).

At the northern end of the Project, the precast curb panels on the east side of the T-Wall and the precast barrier walls on the west side of the T-Wall are 100% complete. Installation of Wall "A" is 100% complete. The berm is 30% complete with the drainage work 99% complete. The drain connectors are to be re-installed by Herzog (track contractor).

At the southern end of the Project, the berm is 80% complete.

WGI, with participation by FDOT and the PMC continues to document punch list items.

### **PERMITS: All SFRTA/Tri-Rail permits acquired**

All environmental permits have been obtained (this includes the United States Coast Guard (USCG) Bridge Permit).

### **CONTRACT ADMINISTRATION: 46 Change Orders executed to date**

Change Notices and Change Orders - To date SFRTA/Tri-Rail has originated and issued 49 Change Notices and executed 46 Change Orders.

Claims - To date, WGI has issued no claims and 14 Requests for Change (RFC). SFRTA/Tri-Rail has agreed to RFCs No. 1, 2, 7 & 9; negotiated a settlement on RFC 10 denied RFCs No. 3, 4, 5, 11, and is reviewing RFCs 6, 12, 13 and 14. WGI has cancelled RFC No. 8.

### **PROJECT CONTROLS: Schedule Update 30NR**

Schedule Control – Schedule Update 30NR (data date of October 31, 2006) with a December 12, 2006 forecasted Substantial Completion date was accepted with comments by SFRTA/PMC. Schedule Update 31NR is currently under review.

SFRTA/FDOT has negotiated a time extension of 111 days pertaining to the Bascule Bridge delays (CO#43), however the cost negotiations are currently on-going.

WGI Cost Control - WGI's Payment Application No. 35 was recommended for payment approval to SFRTA/Tri-Rail by the PMC on November 10, 2006. This application was based on earned values and comprised costs for Work progressed on the Project during October 2006. As of October 31, 2006, WGI has expended \$53,672,669.70 (83.97%) of the contract price (\$63,920,217.14). The official Contract Substantial Completion date was November 27, 2006.

The PMC has expended \$ 5,047,809.31 (84.24%) of the PMC budget (\$5,992,075.06) and 1430 days (88.71%) of the 1612 days Contract duration through October 31, 2006.

### **TECHNICAL SERVICES:**

Technical Services reviewed WGI's Daily Construction Reports and monthly deliverables received this reporting period.

AGENDA REPORT  
SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING  
JANUARY 26, 2006

DECEMBER RIDERSHIP

Total monthly ridership for December has increased 30.9 % when compared to December of last year. Weekday ridership has risen at the rate of 32.1% for December, while the average weekday ridership in December 2006, was 9,814 per day versus 7,428 per day for 2005. Total weekend ridership has increased by 25.3% when compared to last year. Total Fiscal Year ridership is up by 41.8%.

Revenue is shown in Chart 3. Chart 2 shows rider ship month-to-month and Chart 1 combines revenue and rider ship month-to-month.

<u>Riders</u>	Actual December 2006	Actual December 2005	December '06 vs. '05 %	FY 07 Ridership To Date	FY 06 Ridership To Date	FYTD '07 vs. '06 %
M-F	225,716	170,850	32.1%	1,419,453	997,351	42.3%
Saturday	23,779	20,656	15.1%	122,563	91,384	34.1%
Sunday	19,644	12,537	56.7%	101,908	67,699	50.5%
Holidays	2,809	3,691	0.0%	11,728	11,390	3.0%
	271,948	207,734	30.9%	1,655,652	1,167,824	41.8%

Note: Ridership figures are based on daily reports from Herzog.

**Chart 1 - SFRTA Riders and Revenue Trends**

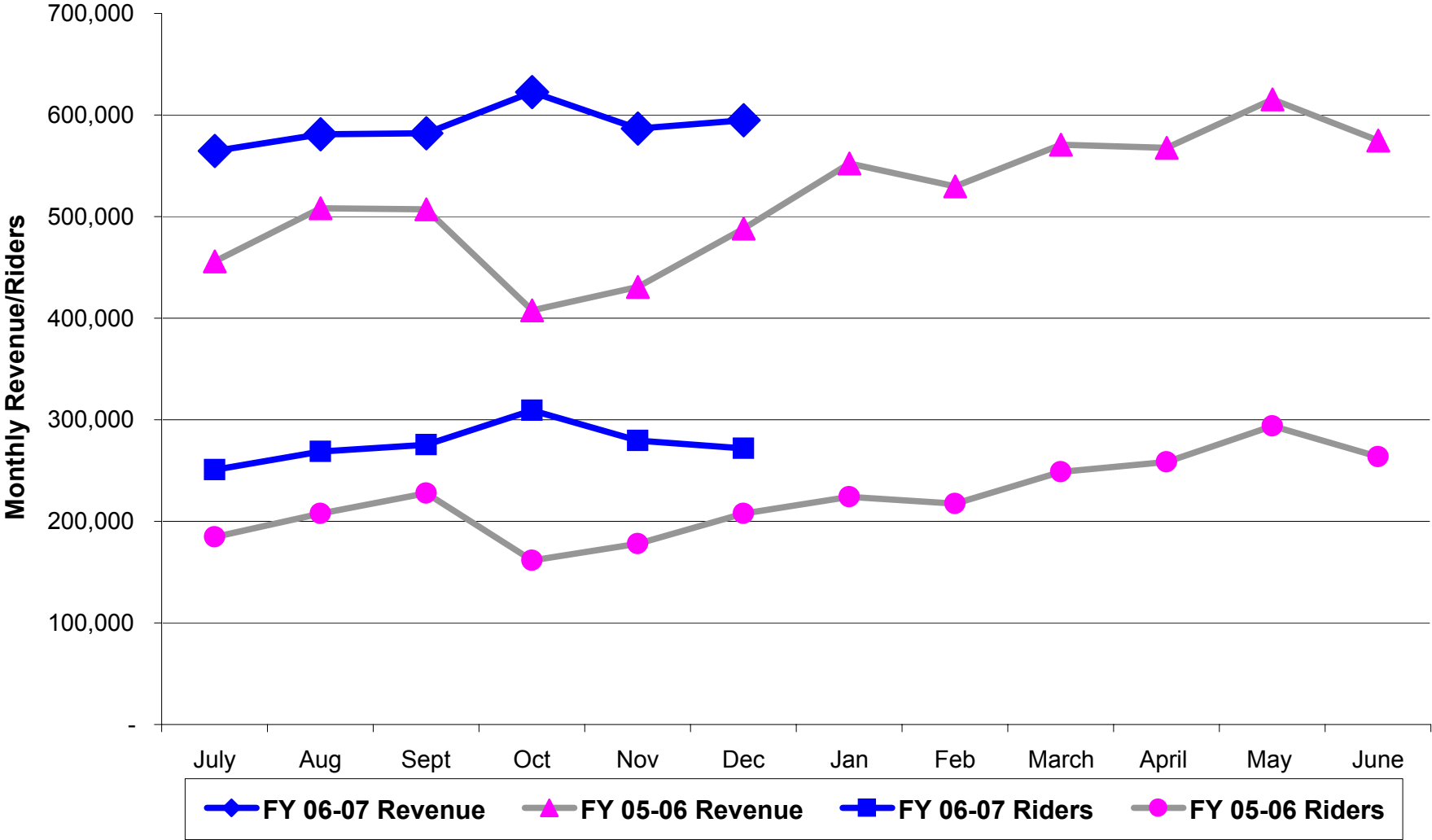


Chart 2 - SFRTA Riders

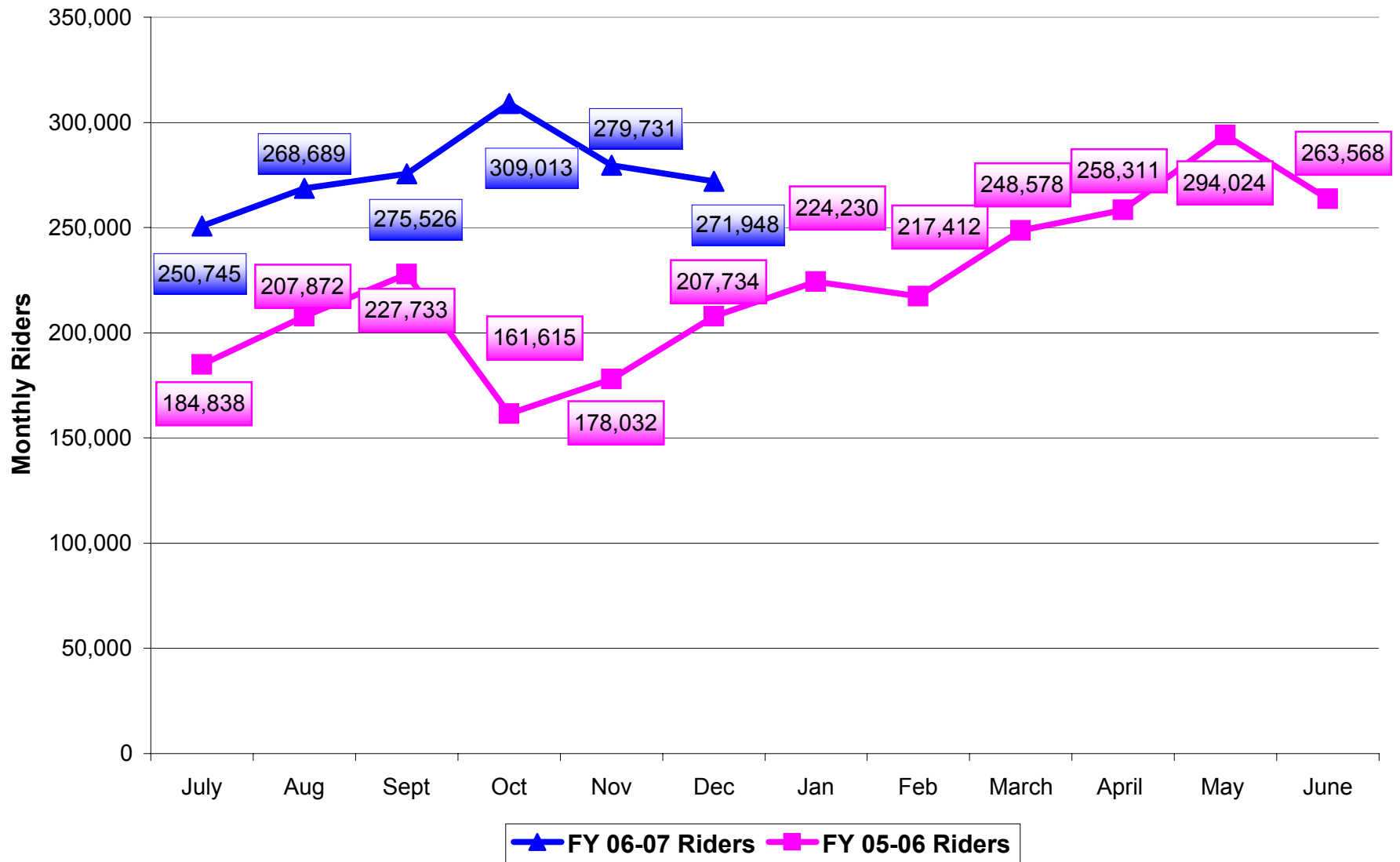
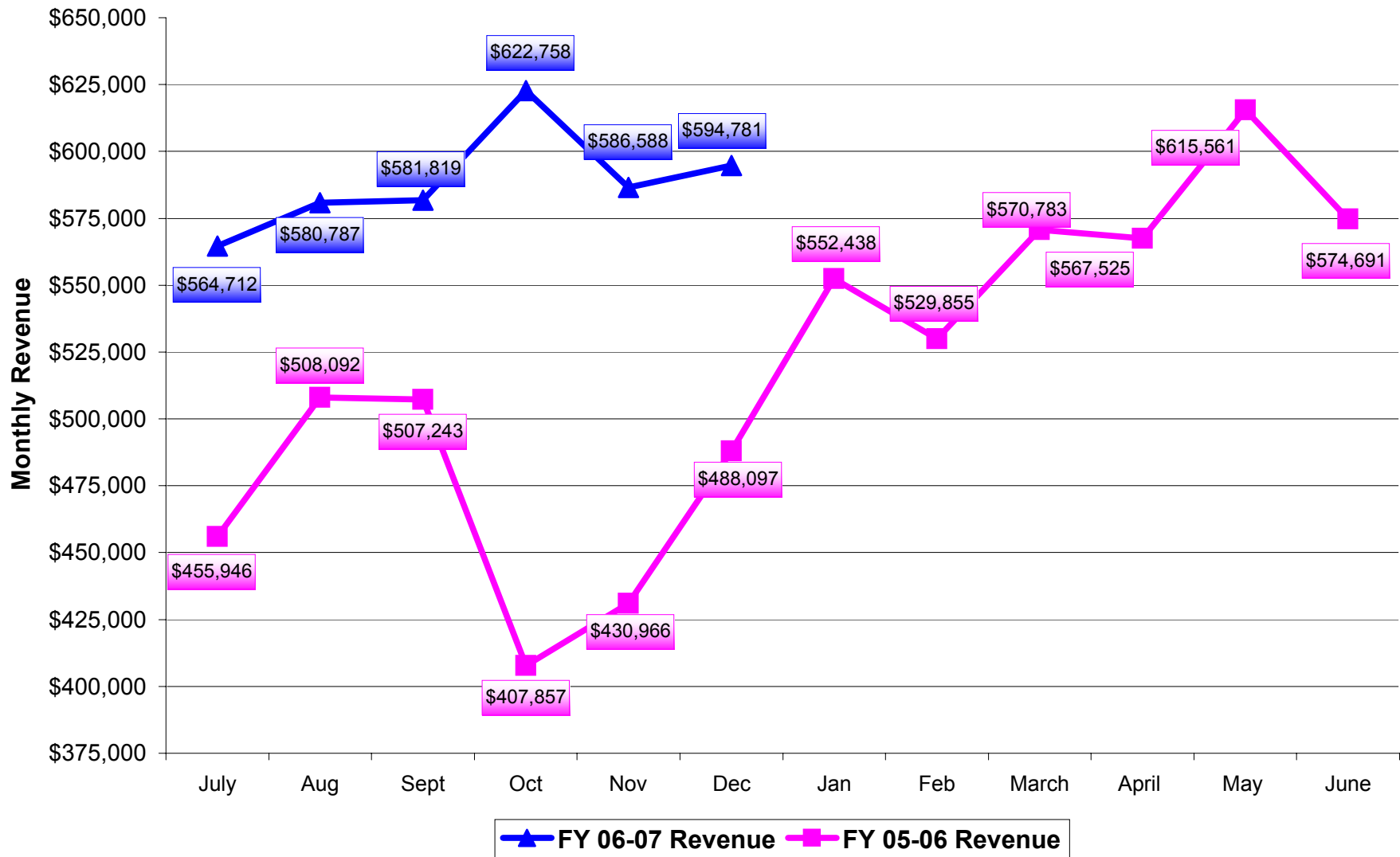


Chart 3 - SFRTA Revenue





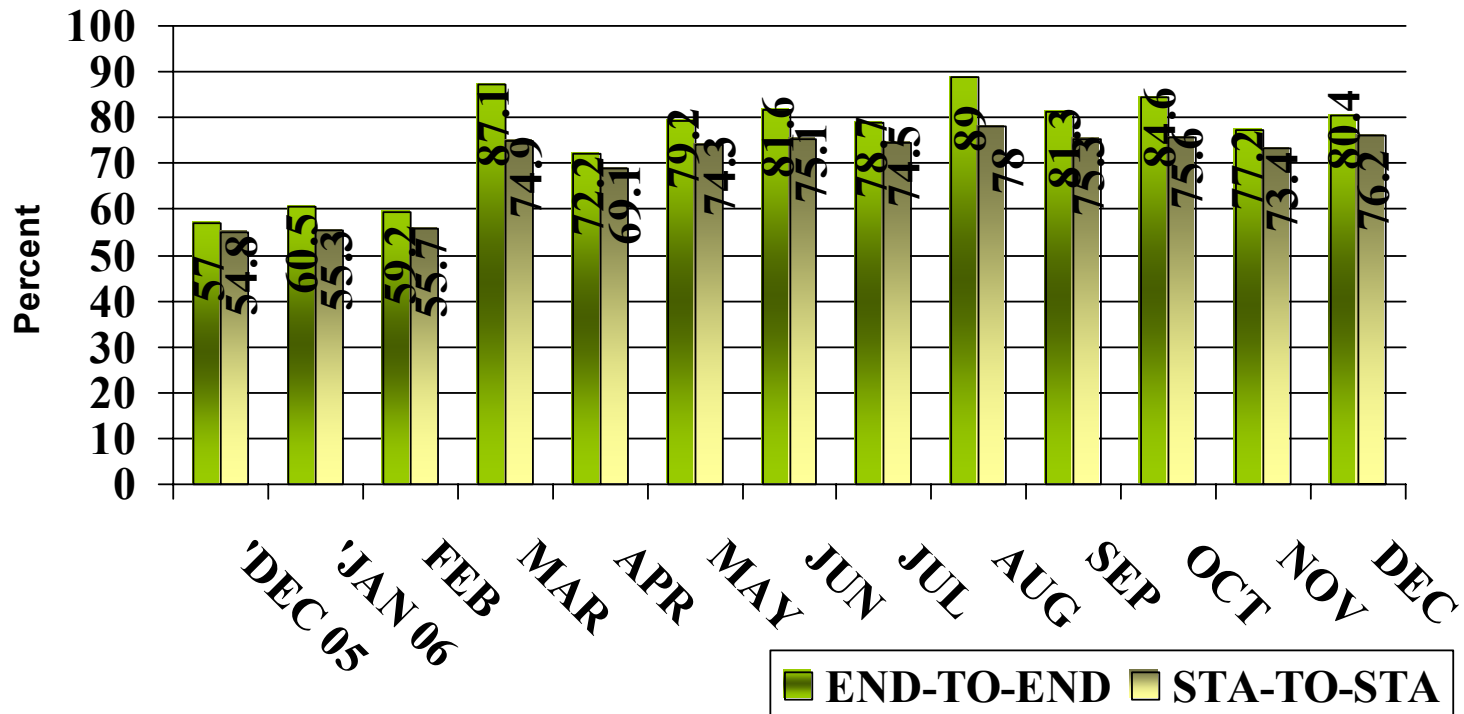
## DECEMBER 2006 ON TIME PERFORMANCE

### Causal Analysis Summary

<b>OTP End To End</b>			<b>80.4%</b>
<b>OTP Station To Station</b>			<b>76.2%</b>
	<b>NUMBER OF INCIDENTS</b>	<b>NUMBER OF LATE TRAINS</b>	<b>PERCENT OF TOTAL TRAINS</b>
<b>DELAY CAUSES</b>			
PD/FD Activity	3	5	0.5%
<u>SUB-TOTAL</u>	3	5	0.5%
<u>CSX AGREEMENT</u>			
CSX FRIEIGHT	3	7	0.7%
LOCAL SWITCHER	5	6	0.6%
JAX DISPATCHER	8	12	1.2%
MOW	12	29	3.0%
<u>SUB-TOTAL</u>	28	54	5.6%
<u>OUTSIDE CSX</u>			
COMMUNICATIONS	3	7	0.7%
SIGNALS-COMP.	11	19	2.0%
CSX OPERATIONS	0	0	0.0%
<u>SUB-TOTAL</u>	14	26	2.7%
HTSI MECHANICAL	7	9	0.9%
HTSI TRANSPORTATION	2	2	0.2%
AMTRAK	6	7	0.7%
FEC DELAY	12	15	1.6%
NEW RIVER BRIDGE	2	5	0.5%
WEATHER	1	15	1.6%
ROW FOUL	2	2	0.2%
SFRTA TRANSPORTATION	18	24	2.5%
STATION CONSTRUCTION	0	0	0.0%
OTHER	5	9	0.9%
3rd Party	2	15	1.6%
DMU Mechanical	1	1	0.1%
<u>SUB-TOTAL</u>	58	104	10.8%
			0.0%
TRAINS DELAYED		189	19.6%
TRAINS ON TIME		775	80.4%
<b>TOTAL</b>		<b>964</b>	<b>100.0%</b>

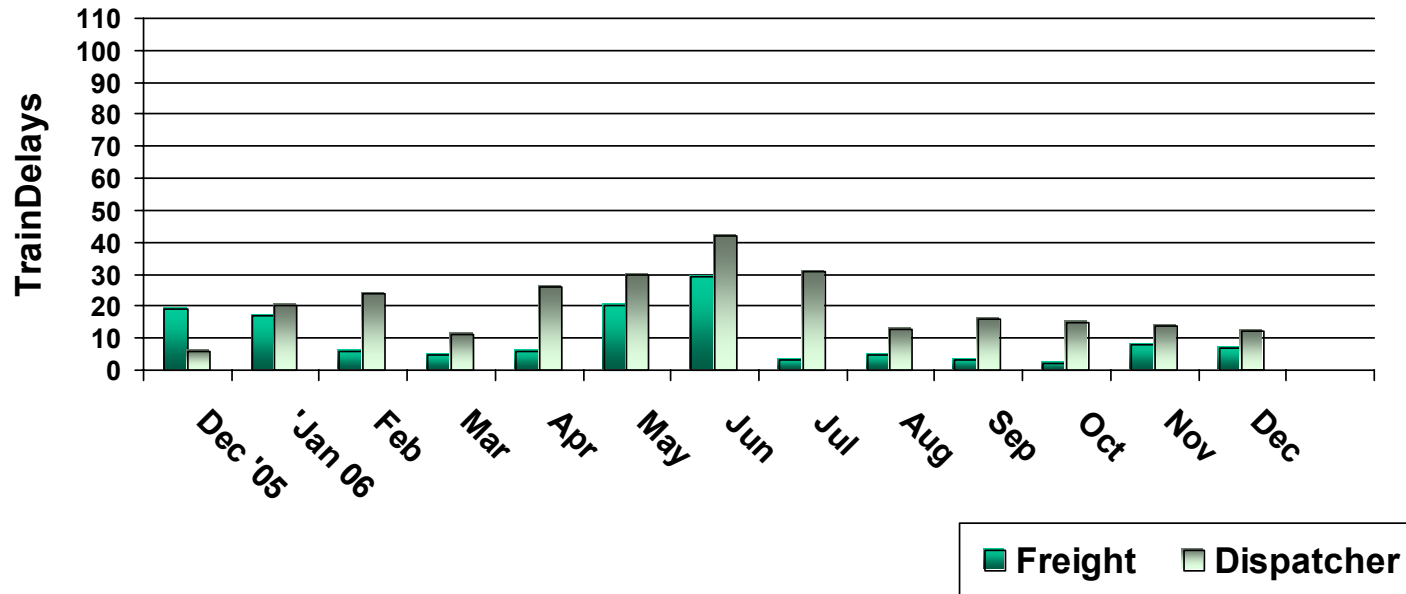


## On-Time Performance Calendar Year 2006



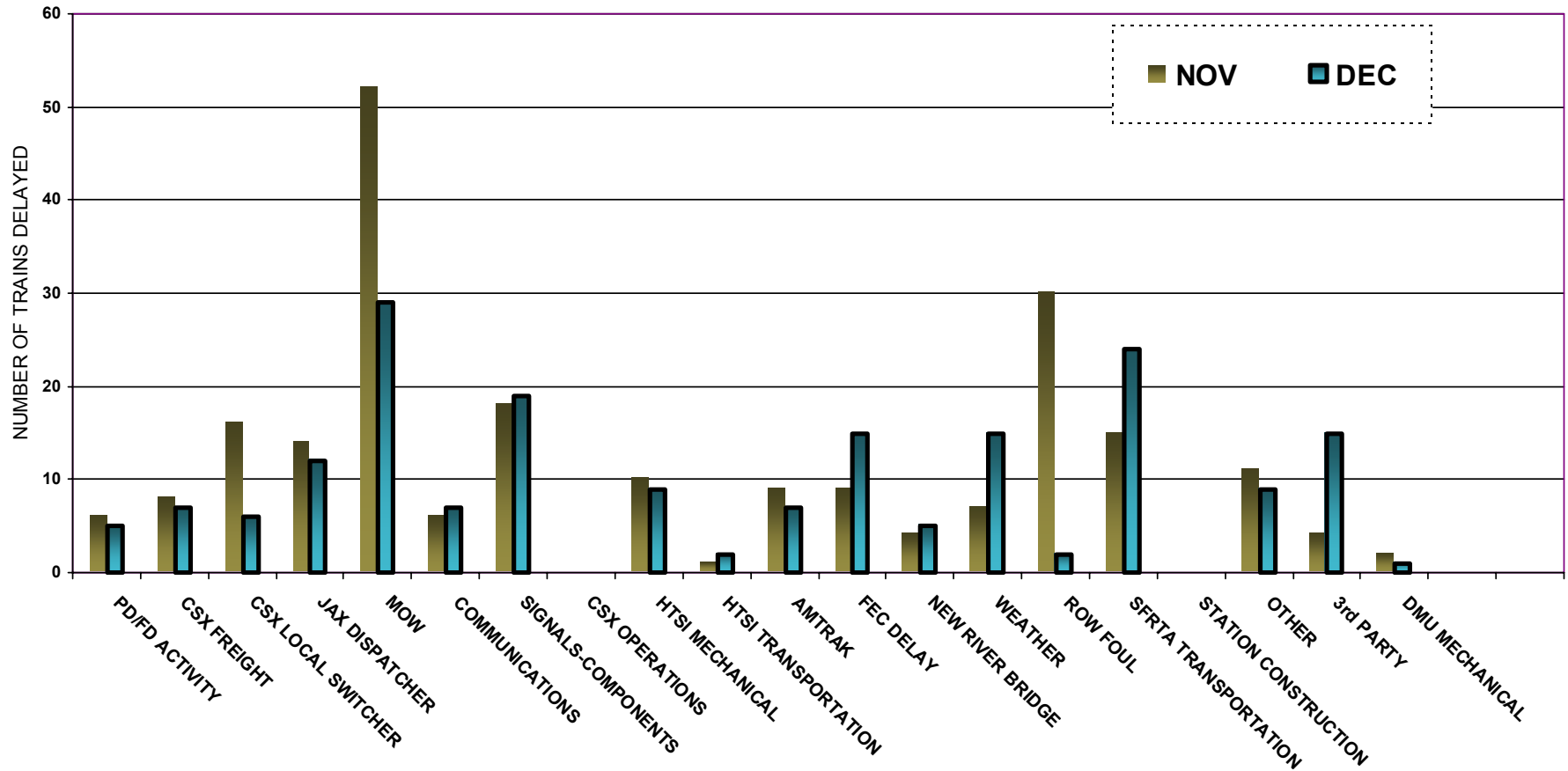


## CSXT JAX Dispatcher & Freight Delays 2006





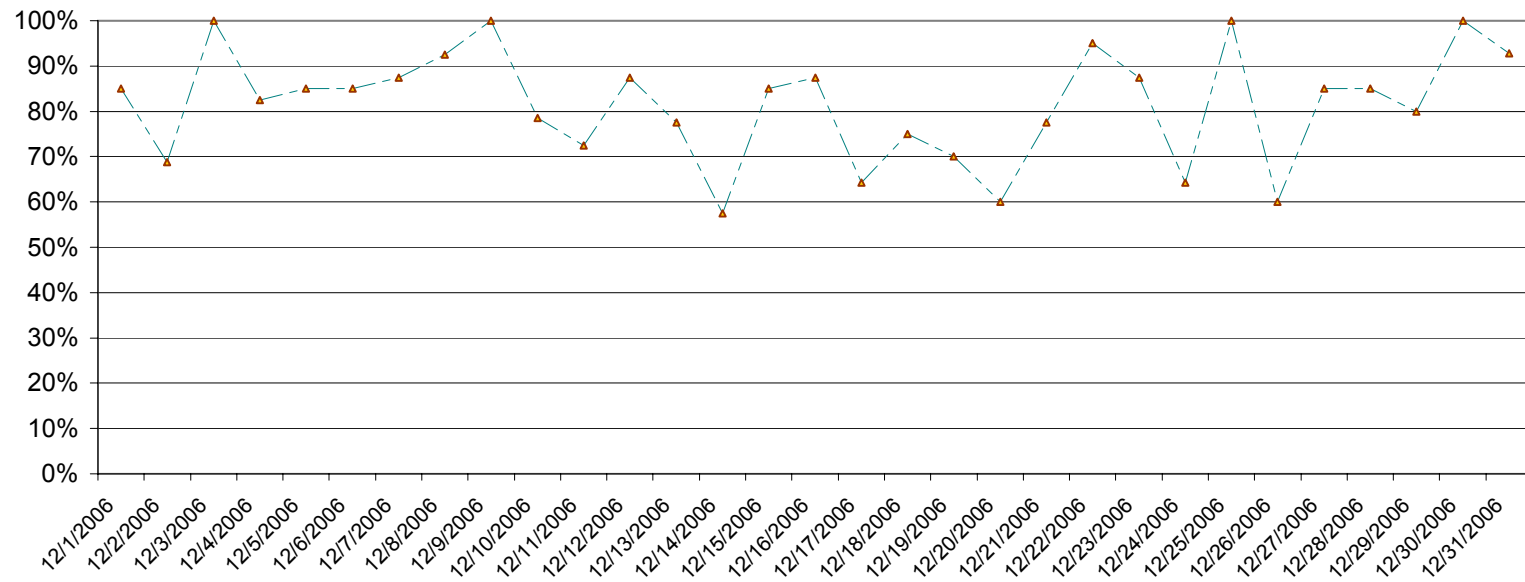
## TRAIN DELAYS 2006



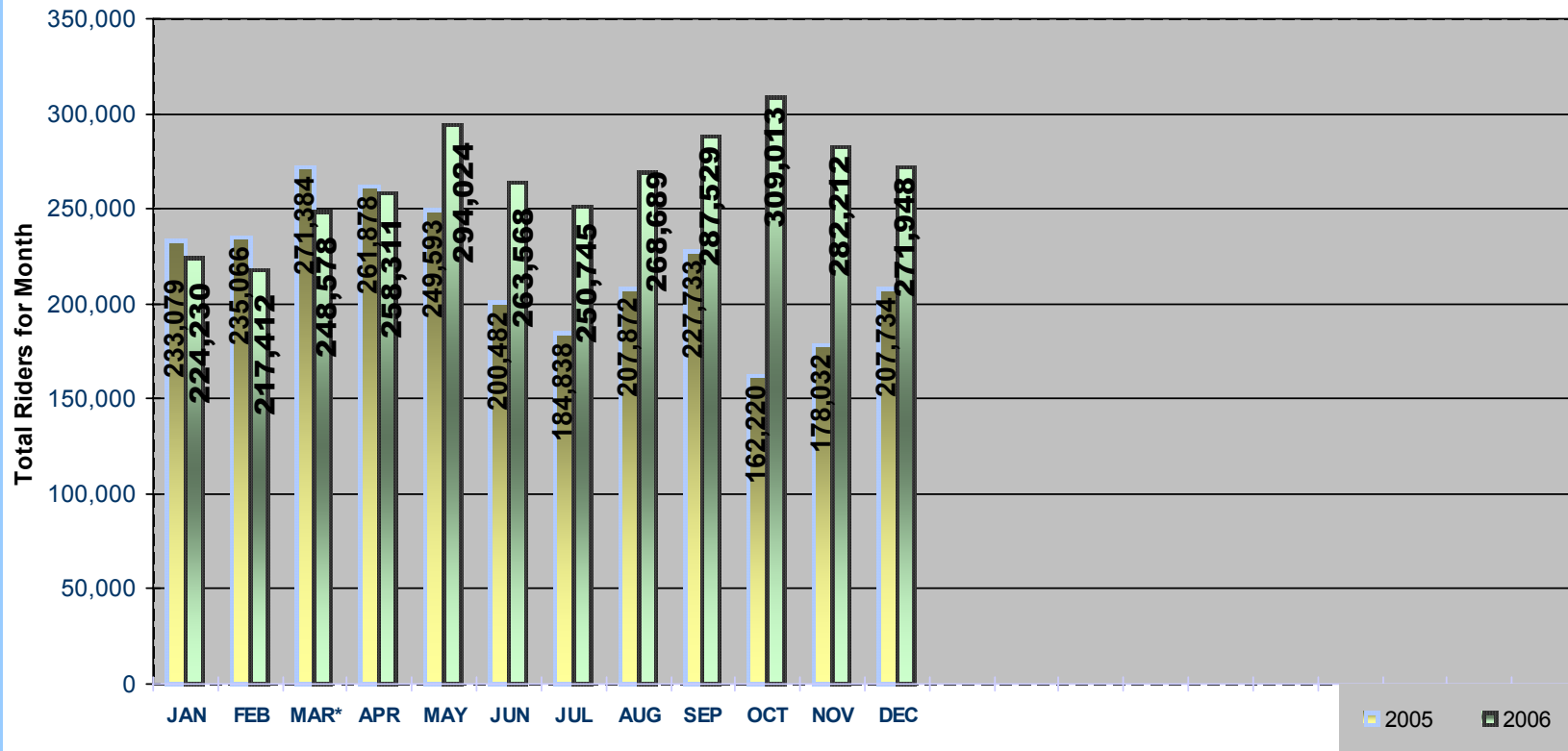
TRI- RAIL  
ON TIME PERFORMANCE  
END TO END ~ 2000



ON TIME PERFORMANCE  
END TO END - DECEMBER 2006



## SFRTA-Tri-Rail Monthly Ridership 2006



\*March 27<sup>th</sup> 2006 added 10 weekday and 2 weekend trains.

## **AGENDA ITEM D**

### **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY MARKETING DEPARTMENT MONTHLY SUMMARY FOR DECEMBER 2006 GOVERNING BOARD MEETING January 26, 2007**

#### **EMPLOYER DISCOUNT PROGRAM**

- The Employer Discount Program (EDP) added 23 new employers and 109 new employees during the month of December.
- The total number of EDP tickets recorded as sold in December was 1,850 and the total revenue generated was \$82,555
- The following companies joined the Employer Discount Program (EDP) in December:

<b>Employer</b>	<b>City</b>	<b>Enroll Date</b>
Gallo Architects & Development Consultants, Inc.	Deerfield Beach	12-05-06
Don King Services, Inc.	Boynton Beach	12-05-06
Amerigroup Community Care	Boca Raton	12-06-06
Airline Spares America	Deerfield Beach	12-06-06
McAlpin & Brais, P.A.	Miami	12-06-06
Comet Fence Corporation	Pompano Beach	12-06-06
Natural Immunogenics	Pompano Beach	12-07-06
East Coast Meat & Seafood, Inc.	Mangonia Park	12-06-06
Cars One Corporation	Hialeah	12-11-06
Roofing Supply Company	Deerfield Beach	12-11-06
Boca Bearing Company	Delray Beach	12-16-06
Vitacost.com	Boynton Beach	12-16-06
Miami Museum of Science and Planetarium	Miami	12-16-06
National Fence & Railing Company, Inc.	Pompano Beach	12-16-06
Everglades University	Boca Raton	12-16-06
Richard Harris & Associates	Fort Lauderdale	12-16-06
Judson and Partners	Miami	12-18-06
Family Matters, ONJ Associates	Delray Beach	12-20-06
One Source Telecom	Ft. Lauderdale	12-20-06
Boston Scientific Corporation	Miami	12-26-06
Pricare of Broward-MCCI Primary Care Associates of N.P.B.	Tamarac	12-26-06
LPWG	Hollywood	12-26-06
Advisors Insurance Group	Hollywood	12-27-06

## **EDP SALES MISSIONS**

### **December:**

Richard Harris & Associates	Fort Lauderdale
Family Matters ONJ Associates, Inc.	Delray Beach
Vitacost.com	Boynton Beach
Boston Scientific Corporation	Miami
Boca Bearing Company	Delray Beach
City of West Palm Beach	West Palm Beach
Hard Rock Hotel & Casino	Hollywood

## **3,000,000<sup>th</sup> PASSENGER EVENT**

Marketing staff provided passengers at stations with scratch-off game pieces, Majic 102.7 partnered with SFRTA/Tri-Rail to celebrate this event. A live broadcast was held at the Fort Lauderdale Airport Station celebrating our 3,000,000<sup>th</sup> passenger. Majic had giveaways and the winners from our scratch-off contest had an opportunity to take a chance to enter a money grab machine drawing. Both print and electronic media covered the event.

## **PORT EVERGLADES SHUTTLE BUS FLA 1**

Marketing staff members coordinated outreach efforts with Port administrators leading to the distribution of a joint press release. A fax blast was forwarded to employers in the Port advising of the dedicated service available from/to Tri-Rail's Fort Lauderdale/Hollywood Airport Station at Dania Beach and the Port. Further promotional activities are ongoing and will include Employer Discount Program outreach efforts.

## **CITY OF WEST PALM BEACH**

Marketing staff promoted the Employer Discount Program to City of West Palm Beach employees during their Employee Benefits Fair.

## **HARD ROCK HOTEL & CASINO**

Marketing staff promoted the Employer Discount Program to Hard Rock's Employee Benefits Fair.

## **COMMUNITY OUTREACH EVENTS**

### **CHAMBERS OF COMMERCE:**

Participated: Pompano Beach Chamber of Commerce's monthly meeting.

### **STUDENT OUTREACH:**

Marketing staff members participated in outreach events at FAU's Boca Raton Campus.

**SFEC/TMA:** Marketing staff members participated in SFEC/TMA scheduled outreach.

### **DOWNTOWN FT. LAUDERDALE TMA:**

Marketing staff members participated in the December Advisory Meeting and Marketing Committee activities.



## **EXECUTIVE SUMMARY BUDGETED INCOME STATEMENT**

**December 2006**

### **Budgeted Income Statement**

#### **Revenue:**

For December 2006, year-to-date (YTD) actual revenue is up \$399,286 or 12% when compared to the FY 2006/07, YTD budgeted revenue. Actual revenue is also up \$901,581 or 32% when compared to the FY 2005/06, YTD actual revenue. This can be attributed to an increase in service as well as ridership. SFRTA is still within budget as actual expenses for the year was \$1,106,194 below budget. (see Expenses below).

#### **Expenses:**

Currently, expenses are \$1,106,194 or 5% below budget. All expenses are well within budget. As of July 1, 2006, the price of fuel was budgeted at \$2.10 per gallon. Currently as of December 1, 2006, the average price of fuel per gallon is \$1.89. Staff will continue to monitor the price of fuel.

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
BUDGETED INCOME STATEMENT  
12/01/06 TO 12/31/06**

<b>REVENUE</b>	<b>DECEMBER 2006 ACTUAL REVENUES</b>	<b>YTD ACTUAL REVENUES</b>	<b>YTD BUDGETED REVENUES</b>	<b>OVER (UNDER) BUDGET</b>	<b>2006-07 ANNUAL BUDGET</b>	<b>BUDGET AVAILABLE</b>
Train Revenue	\$594,781	\$3,531,204	\$3,194,713	\$336,491	\$6,699,974	\$3,168,770
Interest Income / Other Income	37,870	212,795	150,000	62,795	300,000	87,205
Advertising Revenue/Other Revenue	-	-	-	-	-	-
<b>TOTAL TRAIN REVENUE</b>	<b>\$632,651</b>	<b>\$3,743,999</b>	<b>\$3,344,713</b>	<b>\$399,286</b>	<b>\$6,999,974</b>	<b>\$3,255,975</b>
<b>OPERATING ASSISTANCE</b>						
FDOT Operating JPA	667,049	6,947,224	7,090,975	(143,751)	\$12,477,000	5,529,776
FDOT Feeder Service JPA	-	536,198	1,331,387	(795,189)	2,662,774	2,126,576
FDOT-DMU Assistance	-	-	274,999	(274,999)	1,100,000	1,100,000
FDOT-Marketing Grant	-	-	-	-	-	-
FHWA	311,366	3,874,246	4,087,676	(213,430)	4,000,000	125,754
FTA Assistance	350,000	3,265,728	3,266,895	(1,167)	7,976,418	4,710,690
Counties Contribution	1,501,861	3,465,833	3,465,833	-	12,477,000	9,011,167
Broward Co. Feeder Service	83,581	259,102	290,587	(31,486)	606,294	347,192
Other Local Funding	-	-	45,457	(45,457)	100,000	100,000
<b>TOTAL ASSISTANCE</b>	<b>\$2,913,857</b>	<b>\$18,348,331</b>	<b>\$19,853,810</b>	<b>(\$1,505,480)</b>	<b>\$41,399,486</b>	<b>\$23,051,155</b>
<b>TOTAL REVENUE</b>	<b>\$3,546,508</b>	<b>\$22,092,329</b>	<b>\$23,198,523</b>	<b>(\$1,106,194)</b>	<b>\$48,399,460</b>	<b>\$26,307,131</b>
<b>EXPENSES</b>						
Train Operations	1,886,714	12,635,873	12,835,291	199,418	27,628,061	14,992,188
Personnel Services	679,147	3,840,012	4,073,977	233,965	8,522,750	4,682,738
Train Fuel Contract	338,214	2,254,679	2,392,649	137,971	4,603,828	2,349,149
Feeder Service	210,721	1,573,544	1,802,438	228,894	3,694,876	2,121,332
General & Administrative Expenses	308,910	1,125,836	1,197,906	72,070	2,157,425	1,031,589
Marketing Expenses	75,295	431,231	514,011	82,780	1,028,020	596,789
Professional Fees	82,107	445,954	552,250	106,296	1,104,500	658,546
Reserve	-	-	250,001	250,001	500,000	500,000
Expenses Transferred to Capital	(34,600)	(214,800)	(420,000)	(205,200)	(840,000)	(625,200)
<b>TOTAL EXPENSES</b>	<b>\$3,546,508</b>	<b>\$22,092,329</b>	<b>\$23,198,523</b>	<b>\$1,106,194</b>	<b>\$48,399,460</b>	<b>\$26,307,131</b>



## **FINANCE & INFORMATION TECHNOLOGY EXECUTIVE SUMMARY**

### **INVOICES OVER \$2,500**

During December 2006, the SFRTA's Accounts Payable division processed 231 invoices totaling \$3,819,181.63 and disbursed 215 checks, excluding payroll, totaling \$5,342,055.02.

Invoices over \$2,500 represent 36.3% (78 checks) of all invoices processed in the month of December, and represent 98.3% of the value (\$5,250,746.68) of all checks processed in December 2006.

Accounts Payable processed 64.1% (50 checks) of the checks over \$2,500 within the 21-25 days, with 83.3% (65 checks) of the checks over \$2,500 processed within 30 days.

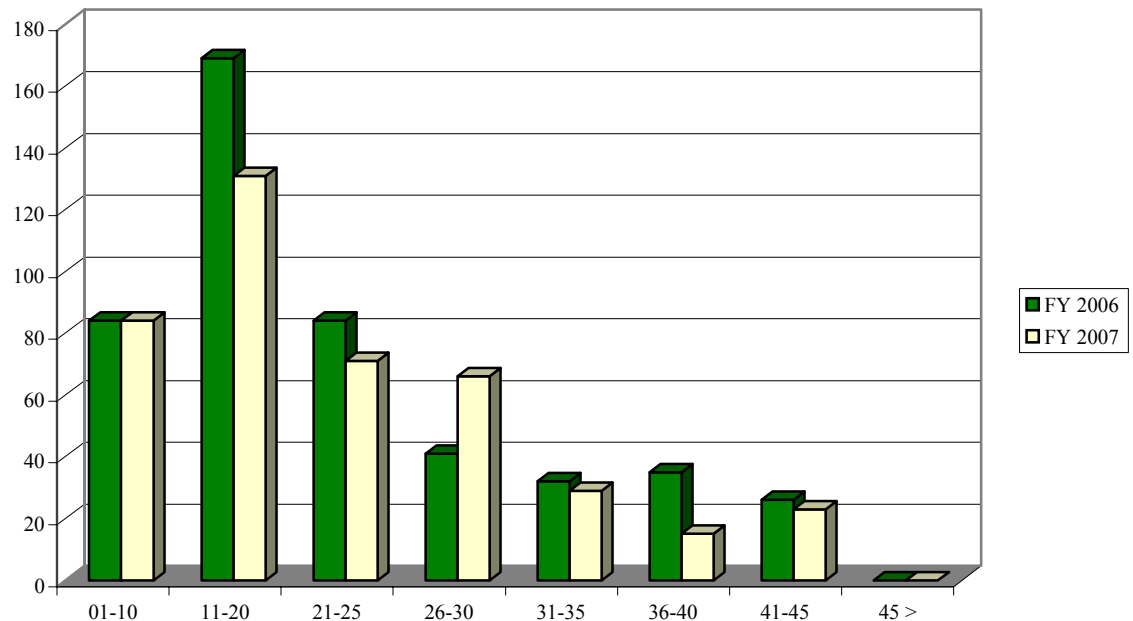


**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PAYMENT CYCLE REPORT - NOVEMBER 2006**  
**FOR INVOICES \$2,500 AND OVER**

AGENDA ITEM NO. F

MONTHLY AVERAGE JULY 2006 TO JUNE 2007		MONTHLY AVERAGE JULY 2005 TO JUNE 2006	
INVOICE CYCLE	% OF TOTAL	INVOICE CYCLE	% OF TOTAL
0 -10 Days	20.0%	0 -10 Days	17.8%
11-20 Days	31.3%	11-20 Days	35.9%
21-25 Days	16.9%	21-25 Days	17.8%
26-30 Days	15.8%	26-30 Days	8.7%
31-35 Days	6.9%	31-35 Days	6.8%
36-40 Days	3.6%	36-40 Days	7.4%
41-45 Days	5.5%	41-45 Days	5.5%
Over 45 Days	0.0%	Over 45 Days	0.0%

**AVERAGES FOR 2005 and 2006**



**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JANUARY 26, 2007**  
**INFORMATION ITEM: PAYMENTS OVER \$2,500**  
**DECEMBER 1 TO DECEMBER 31, 2006**

RCVD DATE	APPRVD DATE	CHECK DATE	MAILED CHECK	DAYS PROCESS	VENDOR	DESCRIPTION	AMOUNT
<b>OPERATING EXPENSES</b>							
10/30/2006	11/2/2006	12/6/2006	12/6/2006	37	SUNTRUST BANKCARD	Purch Cards -10/06	10,486.81
11/28/2006	11/28/2006	12/1/2006	12/1/2006	3	SUNTRUST PAYROLL TAXES	Suntrust Payroll Taxes	59,046.06
11/28/2006	11/28/2006	12/1/2006	12/1/2006	3	STATE OF FLORIDA GROUP INSURANCE	SFRTA Agency Health Insurance	4,566.54
11/28/2006	11/28/2006	12/1/2006	12/1/2006	3	DEPT OF FINANCIAL SERVICES	Deferred Comp	6,956.86
11/15/2006	12/1/2006	12/6/2006	12/6/2006	21	BANK OF AMERICA	Purch Cards -11/06	12,768.78
11/28/2006	12/5/2006	12/6/2006	12/6/2006	8	UNUM LIFE INSURANCE	SFRTA Agency Life Insurance	3,866.04
12/20/2006	12/20/2006	12/20/2006	12/20/2006	0	STATE OF FLORIDA GROUP INSURANCE	SFRTA Agency Health Insurance	58,654.78
12/7/2006	12/7/2006	12/20/2006	12/20/2006	13	SUNTRUST PAYROLL TAXES	Suntrust Payroll Taxes	56,272.58
12/7/2006	12/7/2006	12/20/2006	12/20/2006	13	DEPT OF FINANCIAL SERVICES	Deferred Comp	6,131.11
11/17/2006	11/30/2006	12/1/2006	12/12/2006	25	ACORDIA WPB DIVISION	Worker's Comp Ins -11/06	3,902.75
11/7/2006	12/1/2006	12/1/2006	12/12/2006	35	ACS	AFC Software Support -11/06	13,060.00
11/15/2006	12/1/2006	12/1/2006	12/12/2006	27	AON RISK SERVICES INC	St. Paul Ins -11/05/06-11/05/07	18,369.00
11/15/2006	12/1/2006	12/1/2006	12/12/2006	27	IMPACT IMAGES	Mrkt Promo Items -10/06	4,421.88
11/15/2006	11/29/2006	12/1/2006	12/12/2006	27	MERIDIAN MANAGEMENT CORPORATION	Station Maint -10/06	97,550.93
11/15/2006	11/29/2006	12/1/2006	12/12/2006	27	SOUTHERN LANDSCAPING	Station Maint -11/06	3,075.00
11/27/2006	12/5/2006	12/6/2006	12/12/2006	15	BITNER GOODMAN	Mrkt/PR Svcs -11/06	34,975.11
11/27/2006	12/6/2006	12/6/2006	12/12/2006	15	BLUE LINE EQUIPMENT	Hialeah Yard Equip -11/06	4,300.00
12/1/2006	12/1/2006	12/6/2006	12/12/2006	11	FLORIDA POWER & LIGHT	Station Utilities -11/06	6,456.81
11/22/2006	12/5/2006	12/6/2006	1/5/2007	44	HERZOG TRANSIT SERVICES	DMU Oper Svcs -11/01-15/06	68,749.30
11/22/2006	12/5/2006	12/6/2006	1/5/2007	44	HERZOG TRANSIT SERVICES	Base Comp Svcs -11/01-15/06	575,309.70
11/21/2006	12/6/2006	12/6/2006	12/12/2006	21	LIMOUSINES OF SOUTH FLORIDA	Brwd Cnty Feeder Svcs -11/01-15/06	74,707.50
11/27/2006	12/4/2006	12/6/2006	12/12/2006	15	SEMPER FI BUSINESS PRODUCTS	Off Supp -11/06	2,512.50
11/17/2006	12/6/2006	12/6/2006	12/27/2006	40	GREENBERG TRAUIG LLP	Gen Coun Phase B -10/06	7,175.00
11/27/2006	12/5/2006	12/14/2006	12/27/2006	30	BV OIL COMPANY	Train Fuel	240,086.03
12/4/2006	12/7/2006	12/14/2006	12/27/2006	23	BV OIL COMPANY	Train Fuel	95,450.49
12/4/2006	12/13/2006	12/14/2006	12/27/2006	23	C2 GROUP LLC	Fed/Leg Consult Svcs -11/06	8,167.00
12/4/2006	12/8/2006	12/14/2006	12/27/2006	23	ERICKS CONSULTANTS	Leg Consult Svcs -11-12/06	25,000.00
12/11/2006	12/11/2006	12/14/2006	12/27/2006	16	FLORIDA POWER & LIGHT	Station Utilities -11/06	7,773.98
12/6/2006	12/6/2006	12/14/2006	12/27/2006	21	FLORIDA PUBLIC TRANSPORTATION	FPTA Dues -10/01/06-09/30/07	20,000.00
12/1/2006	12/7/2006	12/14/2006	12/27/2006	26	HERZOG TRANSIT SERVICES	DMU Maint Svcs -11/16-30/06	68,749.30

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JANUARY 26, 2007**  
**INFORMATION ITEM: PAYMENTS OVER \$2,500**  
**DECEMBER 1 TO DECEMBER 31, 2006**

RCVD DATE	APPRVD DATE	CHECK DATE	MAILED CHECK	DAYS PROCESS	VENDOR	DESCRIPTION	AMOUNT
<b>OPERATING EXPENSES con't</b>							
12/1/2006	12/7/2006	12/14/2006	12/27/2006	26	HERZOG TRANSIT SERVICES	Base Comp Svcs -11/16-30/06	578,136.70
12/4/2006	12/7/2006	12/14/2006	12/27/2006	23	LIMOUSINES OF SOUTH FLORIDA	Feeder Svcs -	71,205.00
11/27/2006	12/8/2006	12/14/2006	12/27/2006	30	WACKENHUT CORPORATION	Security Officers -12/06	188,503.59
12/13/2006	12/21/2006	12/20/2006	12/28/2006	15	GREENBERG TRAUIG LLP	General Counseling -12/06	10,416.66
12/11/2006	12/19/2006	12/20/2006	12/28/2006	17	ACS	AFC Software Support -12/06	13,060.00
12/15/2006	12/19/2006	12/20/2006	12/28/2006	13	BELLSOUTH	Reg Summ Bill -12/06	12,660.91
12/7/2006	12/19/2006	12/20/2006	12/28/2006	21	CSX TRANSPORTATION	Bridge Tender -10/17-11/07/06	3,414.86
12/13/2006	12/19/2006	12/20/2006	12/28/2006	15	FLORIDA POWER & LIGHT	Station Utilities -11/06	12,608.04
12/19/2006	12/19/2006	12/20/2006	12/27/2006	8	PROLOGIS TRUST	Office Rent -01/07	49,551.99
12/11/2006	12/15/2006	12/20/2006	12/28/2006	17	RESPECT OF FLORIDA	Janitor Service -11/06	3,531.90
12/14/2006	12/19/2006	12/20/2006	12/28/2006	14	WACKENHUT CORPORATION	Wackenhut W/E -12/03/06	79,006.61
12/14/2006	12/21/2006	12/22/2006	12/28/2006	14	BV OIL COMPANY	Trail Fuel W/E -12/12/06	129,259.99
12/12/2006	12/21/2006	12/22/2006	12/28/2006	16	COASTAL DOORS INC	Door Svcs -12/06	2,852.50
12/15/2006	12/21/2006	12/22/2006	12/28/2006	13	DOWTOWN FT LAUDERDALE	TMA Feeder Svcs -10-11/06	5,148.00
12/22/2006	12/22/2006	12/22/2006	12/28/2006	6	FLORIDA DEPT OF TRANSPORTATION	CIN Operations -12/08/06	137,962.20
12/22/2006	12/22/2006	12/22/2006	12/28/2006	6	FLORIDA DEPT OF TRANSPORTATION	CIN Operations -12/22/06	75,233.29
11/15/2006	12/22/2006	12/22/2006	12/28/2006	43	GREENBERG TRAUIG LLP	General Counseling Retainer -10/06	20,833.34
12/11/2006	12/21/2006	12/22/2006	12/28/2006	17	PALMTRAN	PB Feeder Svc -12/06	55,555.56
12/4/2006	12/8/2006	12/22/2006	12/28/2006	24	PRINT DYNAMICS	Mrkt Newsletter -10-11/06	2,998.00
12/13/2006	12/13/2006	12/27/2006	12/29/2006	16	T MOBILE	T Mobile -11/05-12/04/06	3,031.79
12/29/2006	12/29/2006	12/29/2006	12/29/2006	0	BANK OF AMERICA	Purchasing Cards -12/06	5,000.00
				<b>51</b>			<b><u>3,058,512.77</u></b>

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JANUARY 26, 2007**  
**INFORMATION ITEM: PAYMENTS OVER \$2,500**  
**DECEMBER 1 TO DECEMBER 31, 2006**

RCVD DATE	APPRVD DATE	CHECK DATE	MAILED CHECK	DAYS PROCESS	VENDOR	DESCRIPTION	AMOUNT
<b>CAPITAL EXPENDITURES</b>							
10/29/2006	10/31/2006	12/1/2006	12/12/2006	44	MERIDIAN MANAGEMENT CORPORATION	Hurricane Station Maint -09/06	19,639.03
11/17/2006	12/1/2006	12/1/2006	12/12/2006	25	PARSONS TRANSPORTATION GROUP	NRB Consult -10/06	6,824.83
11/17/2006	12/1/2006	12/1/2006	12/12/2006	25	HDR ENGINEERING INC	O&M RFP Consult Svc -10/20-11/15/06	15,840.53
10/31/2006	12/1/2006	12/5/2006	12/12/2006	42	PARSONS TRANSPORTATION GROUP	Retainage	5,676.76
10/31/2006	12/1/2006	12/5/2006	12/12/2006	42	PARSONS TRANSPORTATION GROUP	Retainage	11,759.13
11/20/2006	12/4/2006	12/6/2006	12/12/2006	22	CSX TRANSPORTATION	NRB Flagging Svcs -07/09-11/03/06	26,210.85
11/15/2006	12/4/2006	12/6/2006	12/12/2006	27	CORRADINO GROUP	Gen Plan Consult -11/06	11,600.53
11/20/2006	12/5/2006	12/6/2006	12/12/2006	22	HDR ENGINEERING INC	O&M RFP Consult Svc -10/01-10/28/06	5,731.06
11/15/2006	12/4/2006	12/6/2006	12/12/2006	27	PARSONS BRINCKERHOFF GROUP	PB TRANS CONSULT SVCS -09/30-10/27/06	22,906.66
11/6/2006	12/5/2006	12/6/2006	12/8/2006	32	SW KAPER CONSTRUCTION	GG Ext Signage -11/06	10,175.00
11/17/2006	12/6/2006	12/6/2006	12/27/2006	40	GREENBERG TRAUIG LLP	Gen Coun Eminent Domain -10/06	5,941.00
11/21/2006	12/8/2006	12/14/2006	12/27/2006	36	CARTER & BURGESS INC	SRTP Consult Svcs -04/05-07/25/06	68,466.67
11/15/2006	11/22/2006	12/14/2006	12/27/2006	42	MITIGATING CIRCUMSTANCES	Holland Park Mitigation -11/06	172,356.35
11/15/2006	11/15/2006	12/14/2006	12/14/2006	29	DMJM HARRIS	Segment 5 Counseling	139,836.03
11/15/2006	11/15/2006	12/14/2006	12/14/2006	29	WASHINGTON GROUP	NRB Project	1,200,479.87
11/15/2006	11/21/2006	12/14/2006	12/14/2006	29	COLORADO RAILCAR	DMU Mobilization	160,720.00
11/15/2006	11/21/2006	12/14/2006	12/14/2006	29	COLORADO RAILCAR	DMU Mobilization	160,720.00
11/15/2006	11/21/2006	12/14/2006	12/14/2006	29	COLORADO RAILCAR	DMU Mobilization	54,880.00
12/19/2006	12/19/2006	12/20/2006	12/27/2006	8	COPANS ROAD ASSOCIATES	DMJM Office Rent -01/07	8,265.33
12/18/2006	12/20/2006	12/20/2006	12/20/2006	2	GREENBERG TRAUIG LLP	Segment 5 Counseling -05-11/06	9,905.00
12/19/2006	12/22/2006	12/22/2006	1/9/2007	21	GREENBERG TRAUIG LLP	NRB General Counseling -12/15/06	6,212.50
12/18/2006	12/22/2006	12/22/2006	12/28/2006	10	GREENBERG TRAUIG LLP	UAFC General Counseling -11/30/06	3,377.50
12/18/2006	12/20/2006	12/22/2006	12/28/2006	10	PARSONS TRANSPORTATION GROUP	NRB Consult -10/06	4,450.98
12/15/2006	12/20/2006	12/22/2006	12/28/2006	13	HDR ENGINEERING INC	PB Pre-Eng Svcs -11/25/06	2,992.08
12/15/2006	12/26/2006	12/27/2006	1/9/2007	25	CORRADINO GROUP	Transit Consult Svcs -11/30/06	7,266.22
12/4/2006	12/12/2006	12/29/2006	12/29/2006	25	COLORADO RAILCAR	DMU Mobilization	25,000.00
12/4/2006	12/12/2006	12/29/2006	12/29/2006	25	COLORADO RAILCAR	DMU Mobilization	25,000.00
				<b>27</b>	<b>TOTAL CAPITAL EXPENDITURES</b>		<b>\$ 2,192,233.91</b>

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JANUARY 26, 2007**  
**INFORMATION ITEM: PAYMENTS OVER \$2,500**  
**DECEMBER 1 TO DECEMBER 31, 2006**

<b>RCVD DATE</b>	<b>APPRVD DATE</b>	<b>CHECK DATE</b>	<b>MAILED CHECK</b>	<b>DAYS PROCESS</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
Item Total				78	TOTAL OPERATING EXPENSES AND CAPITAL EXPENDITURES		<u><u>\$ 5,250,746.68</u></u>

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING: JANUARY 26, 2007  
INFORMATION ITEM:  
SUMMARY OF PAYMENTS OVER \$2,500  
DECEMBER 1, 2006 TO DECEMBER 31, 2006**

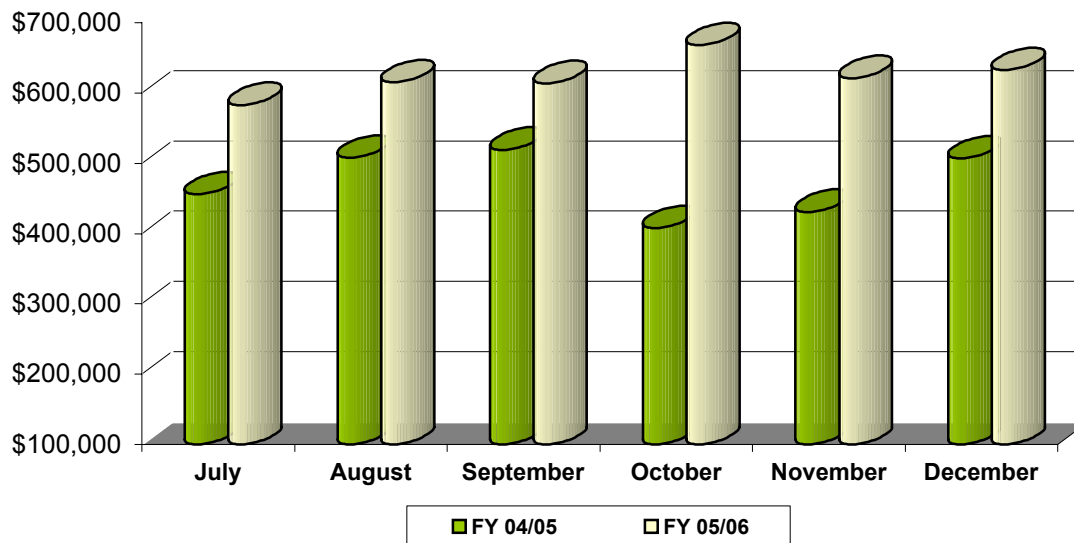
<b>INVOICE CYCLE</b>	<b>NO. INVOICES</b>	<b>PERCENT OF TOTAL</b>	<b>ACCUM %</b>
<b>0-10 days</b>	<b>13</b>	<b>18.3%</b>	<b>18.3%</b>
<b>11-20 days</b>	<b>19</b>	<b>26.8%</b>	<b>45.1%</b>
<b>21-25 days</b>	<b>16</b>	<b>22.5%</b>	<b>67.6%</b>
<b>26-30 days</b>	<b>10</b>	<b>14.1%</b>	<b>81.7%</b>
<b>31-35 days</b>	<b>2</b>	<b>2.8%</b>	<b>84.5%</b>
<b>36-40 days</b>	<b>4</b>	<b>5.6%</b>	<b>90.1%</b>
<b>41-45 days</b>	<b>7</b>	<b>9.9%</b>	<b>100.0%</b>
<b>Over 45 days</b>	<b>0</b>	<b>0.0%</b>	<b>100.0%</b>
<b>TOTAL INVOICES</b>	<b>71</b>	<b>100.0%</b>	

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
REVENUE REPORT- DECEMBER 2006**

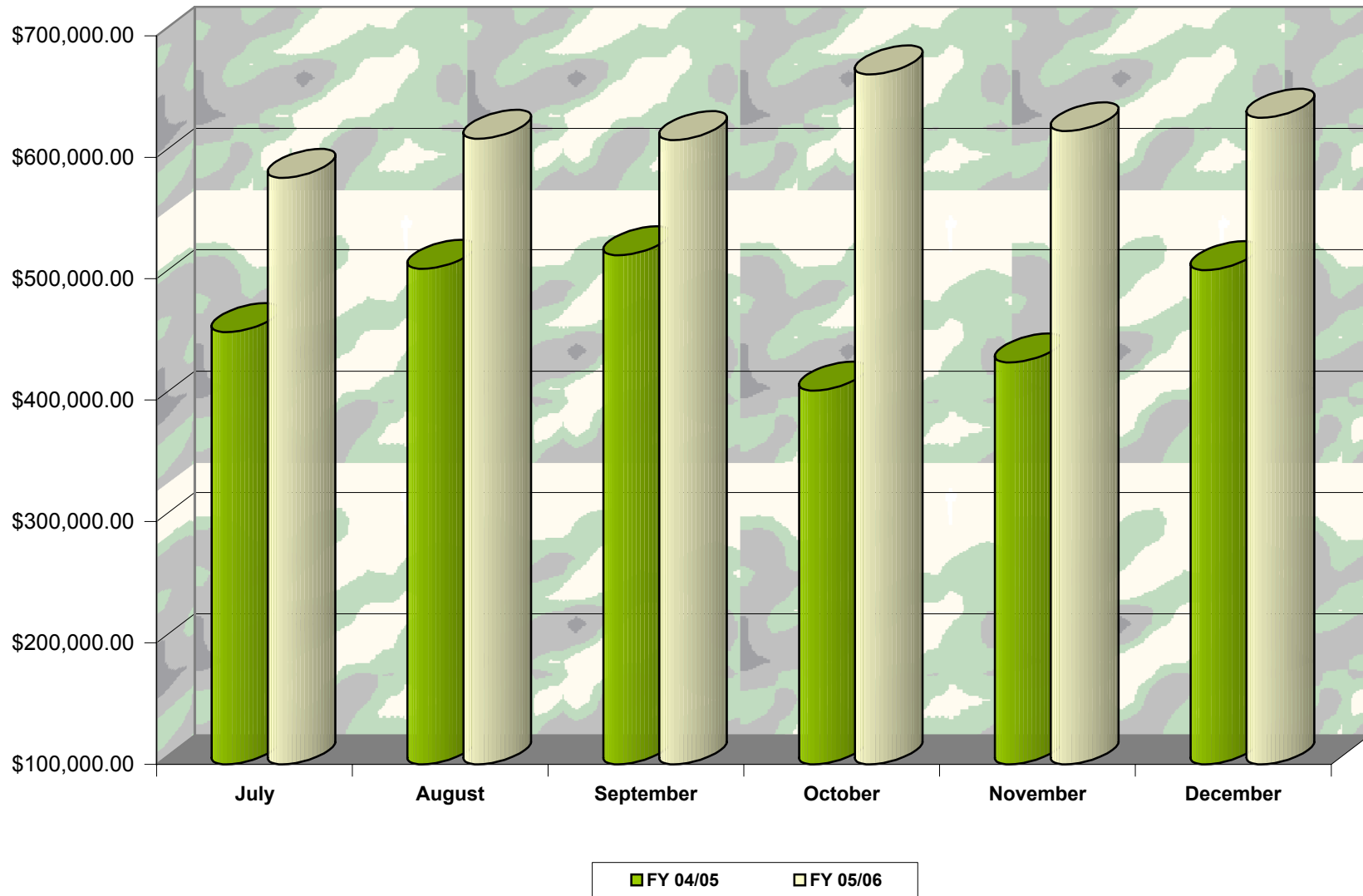
**REVENUE - DECEMBER 2006**

DESCRIPTION	Dec-05	Dec-06	VARIANCE	%
Weekday Sales	419,191	487,959	68,768	16.4%
Weekend Sales	68,906	106,822	37,916	55.0%
Other Income	18,962	37,870	18,908	99.7%
Total Revenue	507,059	632,651	125,592	24.8%

**Revenue Monthly Trends  
FY 04/05 and FY 05/06**



**Annual Trends  
FY 04/05 and FY 05/06**





**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
REVENUE REPORT- DECEMBER 2006**

SALES BY TICKET TYPE	DECEMBER 2005	DECEMBER 2006	PERCENT CHANGE <sup>(1)</sup>
<b>Palm Beach Schools</b>	56,000	40,080	(0.28)
<b>Employer Disc. Program</b>	71,067	82,556	0.16
<b>Group Tour Sales</b>	40	80	100%
<b>Station Sales:</b>			
One-Way	164,353	209,571	27.5%
Roundtrip	90,677	113,383	25.0%
12 Trips	14,230	23,686	66.5%
Monthly	19,800	31,560	59.4%
One-Way Discount	37,476	46,284	23.5%
Roundtrip Discount	22,670	29,962	32.2%
Monthly Discount	11,784	17,619	49.5%
<b>Total Station Sales</b>	360,990	472,065	30.8%
<b>Total Sales</b>	488,097	594,781	21.9%

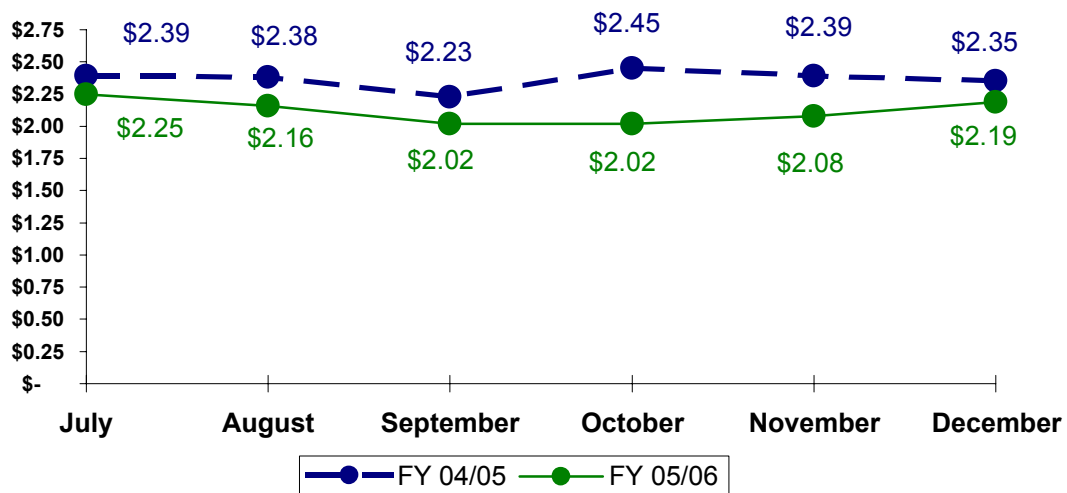
(1) Percent increase or decrease from previous year

**AVERAGE FARE**

2.35

2.19

**Average Fares  
FY 04/05 and FY 05/06**



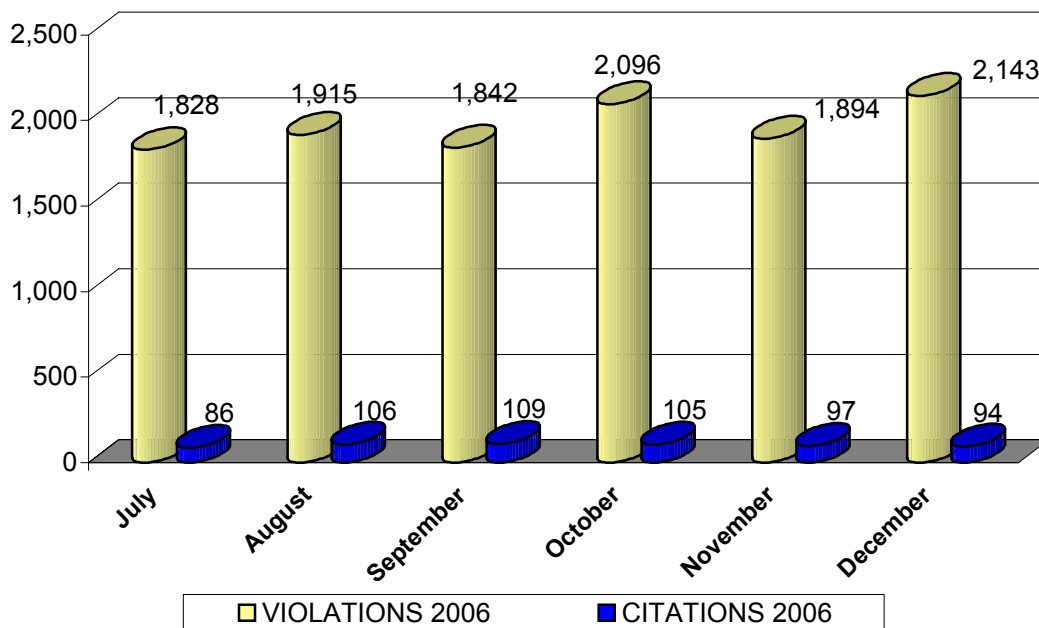
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
FARE EVASION REPORT  
JULY 2006 TO DECEMBER 2006**

MONTH	TOTAL INSPECTED	TOTAL VIOLATIONS	# OF CITATIONS	# OF WARNINGS	% RIDERS INSPECTED
JULY 2006	178,368	1,828	86	1,738	71%
AUGUST 2006	197,985	1,915	106	1,802	74%
SEPTEMBER 2006	212,380	1,842	109	1,729	74%
OCTOBER 2006	232,544	2,096	105	1,986	75%
NOVEMBER 2006	219,411	1,894	97	1,794	78%
DECEMBER 2006	220,247	2,143	94	2,045	81%
AVERAGE	210,156	1,953	100	1,849	76%

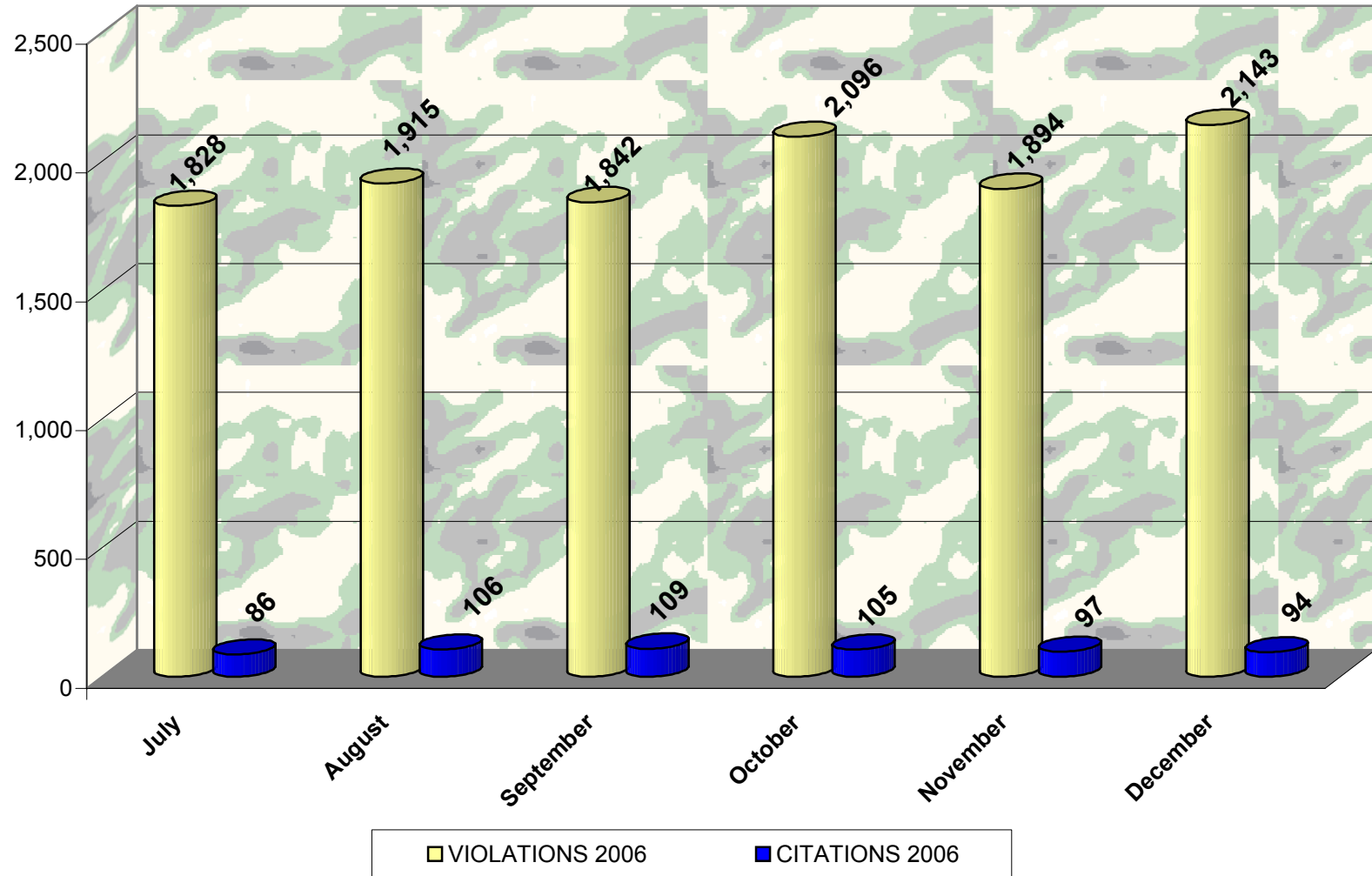
**FARE EVASION %                      0.97%**

**FINES       \$       6,277**

**Fare Violations  
2006**



# Fare Violations 2006





# Solicitation Status Report December 2006

AGENDA ITEM: H

Solicitation Number	Solicitation Type	Description of Services	Estimated Budget	Advertise Date	Document Available	Pre-Submittal Conference	Due Date Bids/Proposals	Award Contract
05-722	RFP	Universal Automated Fare Collection System (UAFCS)  Contract Admin.: B. Guida Proj. Mgr.: R. Matthews	TBD	31-Mar-06	25-Apr-06	25-Apr-06	TBD	TBD
06-101	*RFP	Dispatch Services  Contract Admin.: R. Becker Proj. Mgr.: B. Barkman	TBD	6-Oct-06	23-Oct-06	1-Nov-06	12-Jan-07	Jan-2007
06-848	*RFP	Maintenance of Way (MOW) Services  Contract Admin.: R. Becker Proj. Mgr.: D. Mazza	TBD	6-Oct-06 Fall 2006	30-Oct-06	14-Nov-06	02-Feb-07	Feb-2007
06-112	*RFP	Commuter Rail Operations for SFRTA's Commuter Rail System  Contract Admin.: R. Becker Proj. Mgr.: E. Byers	TBD	02-Oct-06	09-Oct-06	18-Oct-06	11-Jan-07	Feb-2007
06-113	*RFP	Commuter Rail Fleet Maintenance for SFRTA's Commuter Rail System  Contract Admin.: R. Becker Proj. Mgr.: E. Byers	TBD	02-Oct-06	09-Oct-06	19-Oct-06	01-Feb-07	Feb-2007
06-621	RFP	Federal Legal Legislative Consultant Services  Contract Admin.: B. Kohlberg Proj. Mgr.: C. Clark	TBD	15-Oct-06	16-Oct-06	31-Oct-06	30-Nov-06	26-Jan-07



**Contract Actions Executed  
Under The Executive Director's Authority  
For The Month of December 2006**

**AGENDA ITEM NO: I**

Date Signed	Contract /Purchase Order No.	Contract Action	Amount \$	Term
<b>29-Dec-06</b> Contractor Project  Justification	<b>P.O. No. 07-000282</b>  <b>Tyler Works/EDEN Division</b> <b>Bid and Quote Module</b>  For the purchase of Bid and Quote Management and Web Extension module including total standard forms per EDEN quote dated 12/06/2006.	Purchase Order	17,500.00	N/A

**Contract Actions Executed  
Under The  
Construction Oversight Committee's Authority  
For The Month of December 2006**

**AGENDA ITEM: J**

Date Signed	Contract No.	Contract Action	Amount \$	Term
<b>12-Dec-06</b> Contractor Project  Justification	<b>99-825</b>  <b>DMJM+HARRIS</b> <b>Project Management Consultant Services</b> This amendment extends the period of performance for Project Management and Construction Management Services for both the Segment 5 Project and the New River Bridge Project from December 31, 2006 and March 31, 2006, respectively, until June 30, 2007 with no increase in the current Not-To-Exceed amount.	Amendment No. 17	0.00	6mths/15mths
<b>12-Dec-06</b> Contractor Project  Justification	<b>N/A</b>  <b>Lake Worth Drainage District (LWDD)</b> <b>Segment 5</b> Temporary Fencing Permit between SFRTA and Lake Worth Drainage District (LWDD) to install and maintain a fence and two(2) gates on LWDD property near the E-3 1/2 Canal. This fence was constructed as part of the Segment 5 Project.	Fencing Permit	250.00	N/A
<b>19-Dec-06</b> Contractor Project  Justification	<b>01-839</b>  <b>Washington Group International (WGI)</b> <b>New River Bridge Project</b> For a lump sum amount for night flagging costs in excess of the prior estimated costs deducted from the contract in Change Order No. 18. There is no time extension required for this change.	Change Order No. 18.01	57,909.00	N/A

## **Engineering & Construction Executive Summaries November 2006**

### **Segment 5 Construction, November 2006**

To date, all **43.4 miles** of double tracking are in service under the Segment 5 Project (Work Area 1 = 3.8 miles, Work Area 2 = 5.8 miles, Work Area 3 = 5.1 miles, Work Area 4 = 4.5 miles, Work Area 5 = 5.4 miles, Work Areas 6 & 7 = 5.9 miles, Work Area 8 & 9 = 7.8 miles, Work Areas 10 & 11 = 4.0 miles, and Work Area 12 = 1.1 miles).

Project Substantial Completion was achieved on March 29, 2006. The Contractor is working toward Project Final Acceptance. There are currently 6 punch list items open. Two of the six items are track work items that will be completed the week of December 11, 2006. One item is replacing rusting emergency beacon arms which will be verified the first week of December and most likely closed. One item requires rework at the Yamato Turn Lane at the Boca Station which is scheduled to be completed the week of December 18, 2006. The remaining two will be closed after touchup painting is completed at several stations. All touchup painting is forecast to be completed by mid-January 2007.

### **New River Bridge Construction, November 2006**

Bridge Substantial Completion was achieved on November 27, 2006. Substructure completed to date are: all forty drilled shafts with CSL test results; thirty-eight columns; two end bents and forty pier caps. This constitutes completion of all substructure work.

Superstructure completed to date are: all concrete beams for Spans #1 thru #14 and #16 thru #40, all diaphragms for Spans #1 through #40, and concrete decks on Spans #1 through #40 including the concrete deck for the center span 15 (steel span).

At the south end of the Project the contractor completed the installation of the precast wall "A" panels, drainage under the T-Walls and the sub-ballast.

At the northern end of the Project, the contractor completed the concrete leveling pads, precast curb panels and barrier walls. All wall "A" panels on the approach ramp and adjacent to the steel span 15 have been set in place. To date, all 5,779 lf of Wall A panels have been fabricated, delivered to the site and installed. All the drainage is installed. Grading and compacting of the sub-ballast north to the Davie Blvd. overpass is complete.

Schedule Control – Schedule Update 30NR (data date of October 31, 2006) with a December 12, 2006 forecasted Substantial Completion date was accepted with comments by SFRTA/PMC. Schedule Update 31NR is currently under review.

SFRTA/FDOT has negotiated a time extension of 111 days pertaining to the Bascule Bridge delays (CO#43), however the cost negotiations are currently on-going.

Cost Control – WGI's Payment Application No. 35 was recommended for payment approval to SFRTA/Tri-Rail by the PMC on November 10, 2006. This application was based on earned values and comprised costs for Work progressed on the Project during October 2006. As of October 31, 2006, WGI has expended \$53,672,669.70 (83.97%) of the contract price (\$63,920,217.14). Also, it has passed the current contract substantial completion date of November 6, 2006, which yields 1,218 days of the Contract duration.

## Segment 5 Project Status Executive Summary for November 2006

### CONSTRUCTION

**All Segment 5 Double Track areas are now in service** – Total Number: 12 Work Areas (7 in Palm Beach County, 4 in Broward County and 1 in Miami-Dade County). To date, Substantial Completion has been issued for the track/civil/ROW for Work Areas 1 – 12. Substantial Completion was also issued for Sound Barrier Walls 1 – 7; Mangonia Park, West Palm Beach, Lake Worth, Boynton Beach, Delray Beach, new Boca Raton, Ft. Lauderdale, Sheridan Street, Hollywood and Metrorail Stations; and the following bridges: WPB Stub Culvert, WPB C-51, Boynton Beach C-16, E-4N, Lateral L-30, Lake Ida Outlet, C-15, E-4S, NFNR C-12, C-10 Spur and C-10.

- **Work Area 1 (3.8 Miles)** double tracking complete and in service.
- **Work Area 2 (5.8 Miles)** double tracking complete and in service.
- **Work Area 3 (5.1 Miles)** double tracking complete and in service.
- **Work Area 4 (4.5 Miles)** double tracking complete and in service.
- **Work Area 5 (5.4 Miles)** double tracking complete and in service.
- **Work Areas 6 & 7 (5.9 Miles)** double tracking complete and in service.
- **Work Areas 8 & 9 (7.8 Miles)** double tracking complete and in service.
- **Work Areas 10 & 11 (4.0 Miles)** double tracking complete and in service.
- **Work Area 12 (1.1 Miles)** double tracking complete and in service.

**Bridges** - Total number: 24 bridges at 12 water crossings (11 new, 13 replacement and/or rehabilitation).

- All 11 New bridges are complete including punchlist items.
- Demo & Replace bridges: four are complete - WPB Stub culvert (ML1), Lake Ida Outlet (ML1), C-10 (ML2), and E-4N (ML2); one is deleted from project scope - Dania Cut-Off C-11 (ML2).
- 8 Rehabilitated bridges are complete: WPB C-51 (ML2), Boynton Bch C-16 (ML1), Lateral L-30 (ML2), C-15 (ML2), E-4S (ML1), NFNR C-12 (ML1), C-10 Spur (ML2) and Dania Cut-Off C-11 (ML1)
- ***The last bridge to be rehabilitated is the Dania Cut-Off C-11 (ML2). This work is being completed under the New River Bridge Contract and will be completed by January 2007.***

### Earthwork

- Earthwork is complete in Work Areas 1 – 12 and all punchlist items completed.

**Grade Crossings** - 70 total grade crossings (39 required trackwork & full closure work, 31 required full closure work only).

Work has been performed at 69 crossings (All 39 trackwork and full closure crossings are complete; 30 of 31 upgrade crossings have the civil work and signal work complete including punchlist items. NW 36<sup>th</sup> Street crossing still needs exit gate arms installed but will not be installed under Segment 5 Contract due to modifications needed due to a signal bridge installed last year after Hurricane Wilma. ***This work is scheduled to be completed by CSXT in early 2007.***

### I-95 Sound Barrier Walls (1-7)

- Sound Walls 1-7 in Palm Beach County have been completed and turned over to FDOT for maintenance.

### Signals

Work Areas 1 – 12 signal tape load testing and commissioning is complete. Signal work at 30 of the 31 upgrade crossings for the installation of exit and pedestrian gates has been completed.

### Stations, Layover Facility, and Operations Center

- Construction complete (except ***two punch list items***): Lake Worth, Boynton Beach, Delray Beach, new Boca Raton, Fort Lauderdale, Sheridan Street, Hollywood, Mangonia Park, West Palm Beach and Metrorail Stations.
- All outstanding issues completed at the West Palm Beach Operations and Layover Facilities ***and both facilities are in use by SFRTA Operations Staff.***

### Trackwork

- Trackwork is completed in Work Areas 1 – 12, except for ***two punch list items scheduled to be completed week of December 11, 2006.***

### Passenger Information System (PIS)

All 18 stations within the SFRC have the PIS fully operational. All punchlist items have been verified as of March 30, 2006. Simultaneous/independent messaging installation was completed in May 2006



**New River Bridge Project  
Executive Summary for November 2006**

**CONSTRUCTION PROGRESS: Bridge is substantially completed**

All forty drilled shafts with corresponding CSL tests, pier caps, and thirty-eight columns and two end bents have been completed.

Main span steel erection was completed this month including the handrail attached to the west side of the span.

To date, all decks have been completed and waterproofed. North and south approach slabs are complete. Waterproofing membrane and protective asphaltic boards were placed across the main span (span 15).

At the northern end of the Project, the precast curb panels on the east side of the T-Wall and the precast barrier walls on the west side of the T-Wall are 100% complete. Installation of Wall "A" is 100% complete. The berm is 30% complete with the drainage work 99% complete. The drain connectors are to be installed by Herzog (track contractor).

At the southern end of the Project, the berm is 80% complete.

WGI, with participation by FDOT and the PMC continues to document punch list items.

**PERMITS: All SFRTA/Tri-Rail permits acquired**

All environmental permits have been obtained (this includes the United States Coast Guard (USCG) Bridge Permit).

**CONTRACT ADMINISTRATION: 45 Change Orders executed to date**

Change Notices and Change Orders - To date SFRTA/Tri-Rail has originated and issued 47 Change Notices and executed 45 Change Orders.

Claims - To date, WGI has issued no claims and 14 Requests for Change (RFC). SFRTA/Tri-Rail has agreed to RFCs No. 1, 2, 7 & 9; negotiated a settlement on RFC 10 denied RFCs No. 3, 4, 5, 11, and is reviewing RFCs 6, 12, 13 and 14. WGI has cancelled RFC No. 8.

**PROJECT CONTROLS: Schedule Update 30NR**

Schedule Control – Schedule Update 30NR (data date of October 31, 2006) with a December 12, 2006 forecasted Substantial Completion date was accepted with comments by SFRTA/PMC. Schedule Update 31NR is currently under review.

SFRTA/FDOT has negotiated a time extension of 111 days pertaining to the Bascule Bridge delays (CO#43), however the cost negotiations are currently on-going.

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The PMC has expended \$ 5,047,809.31 (84.24%) of the PMC budget (\$5,992,075.06) and 1430 days (88.71%) of the 1612 days Contract duration through October 31, 2006.

**TECHNICAL SERVICES:**

Technical Services reviewed WGI's Daily Construction Reports and monthly deliverables received this reporting period.

AGENDA REPORT  
SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
GOVERNING BOARD MEETING  
JANUARY 26, 2006

NOVEMBER RIDERSHIP

Total monthly ridership for November has increased 57.1 % when compared to November of last year. Weekday ridership has risen at the rate of 62.0% for November, while the average weekday ridership in November 2006, was 9,028 per day versus 6,916 per day for 2005. Total weekend ridership has increased by 30.5% when compared to last year. Total Fiscal Year ridership is up by 44.1%.

Revenue is shown in Chart 3. Chart 2 shows rider ship month-to-month and Chart 1 combines revenue and rider ship month-to-month.

<u>Riders</u>	Actual November 2006	Actual November 2005	November '06 vs. '05 %	FY 07 Rider ship To Date	FY 06 Rider ship To Date	FYTD '07 vs. '06 %
M-F	243,621	150,370	62.0%	1,193,737	826,501	44.4%
Saturday	18,914	13,766	37.4%	98,784	70,728	39.7%
Sunday	14,715	11,312	30.1%	82,264	55,162	49.1%
Holidays	2,481	2,584	0.0%	8,919	7,699	15.8%
	279,731	178,032	57.1%	1,383,704	960,090	44.1%

Note: Rider ship figures are based on daily reports from Herzog.



**Chart 1 - SFRTA Riders and Revenue Trends**

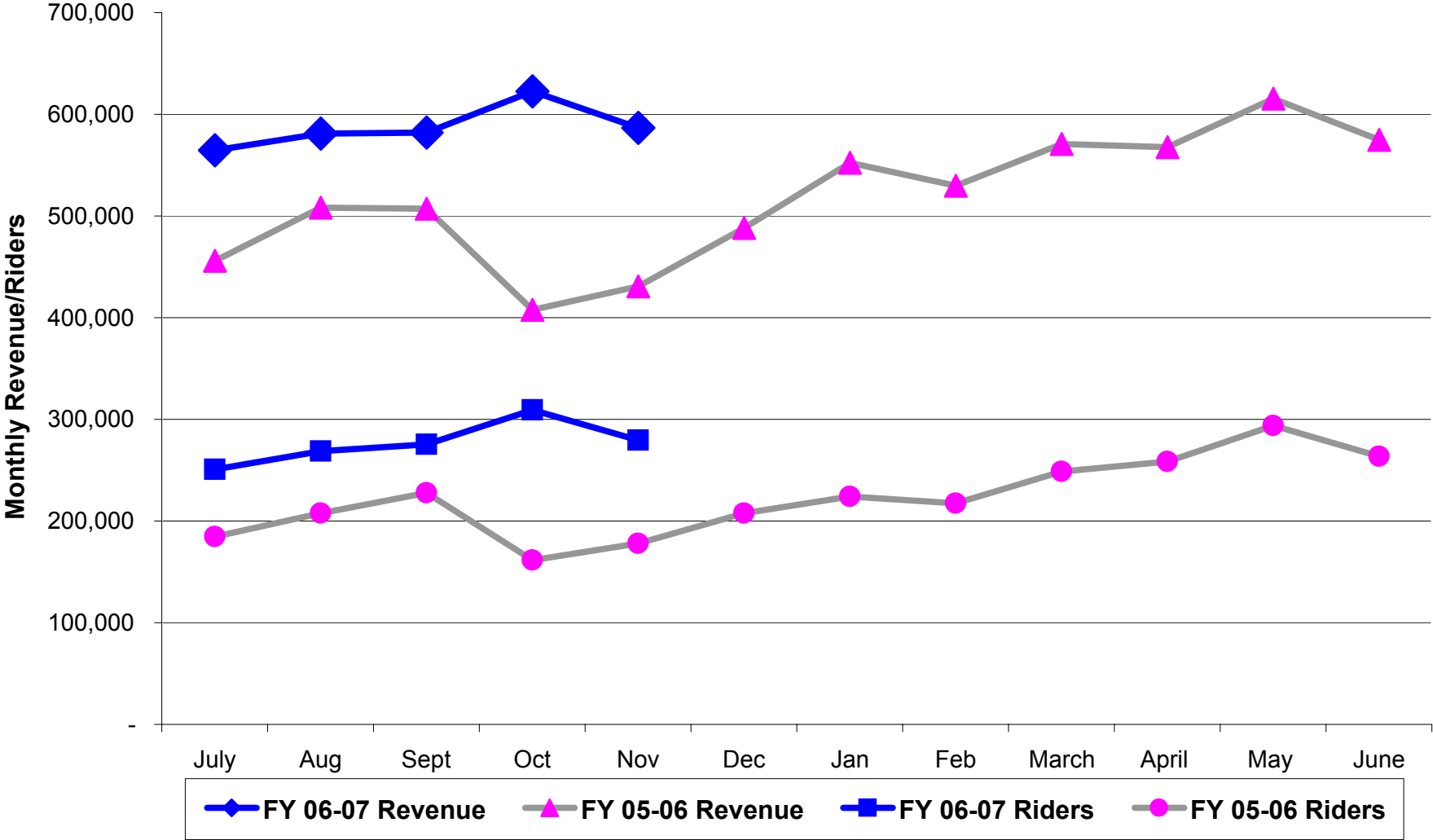


Chart 2 - SFRTA Riders

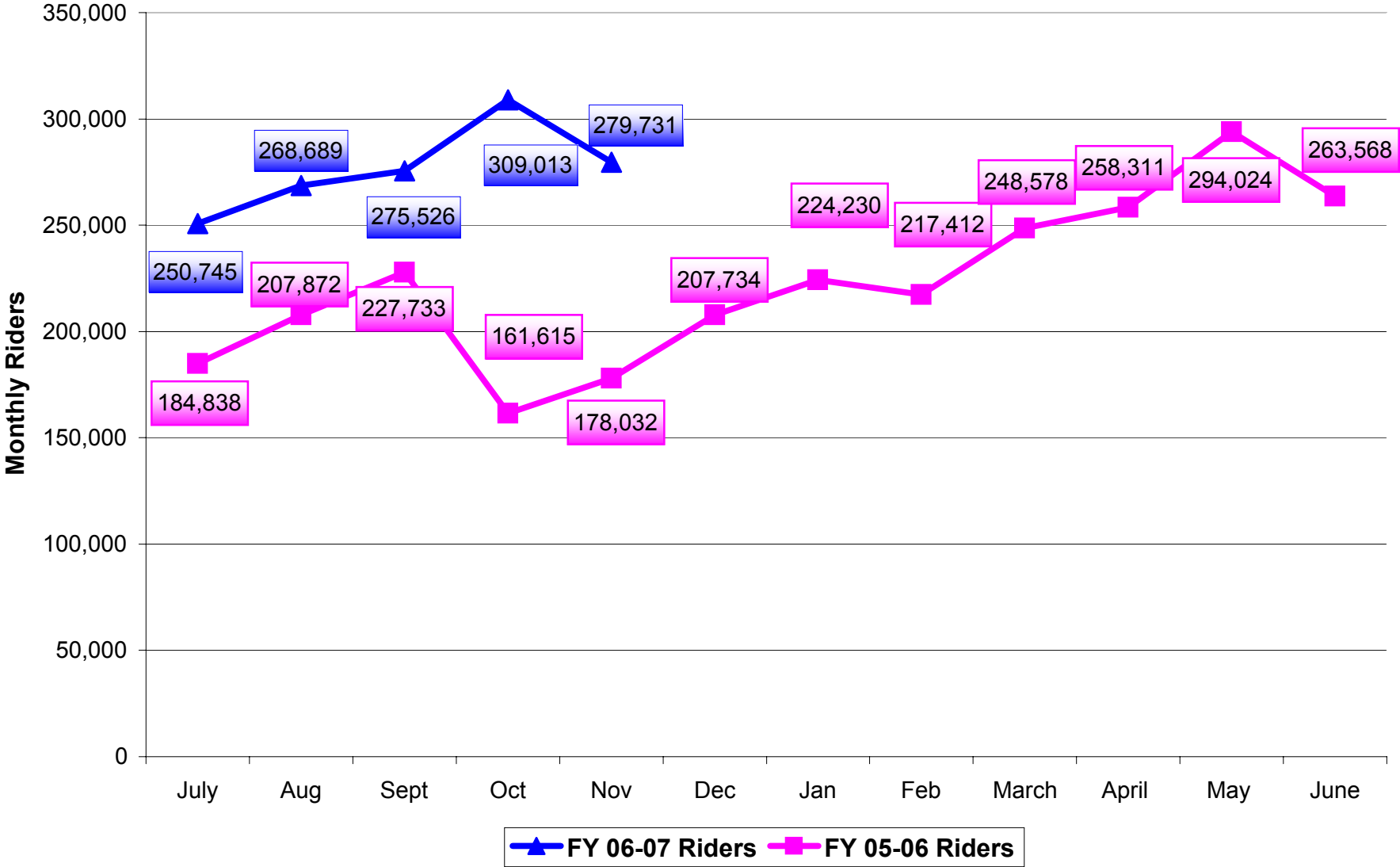
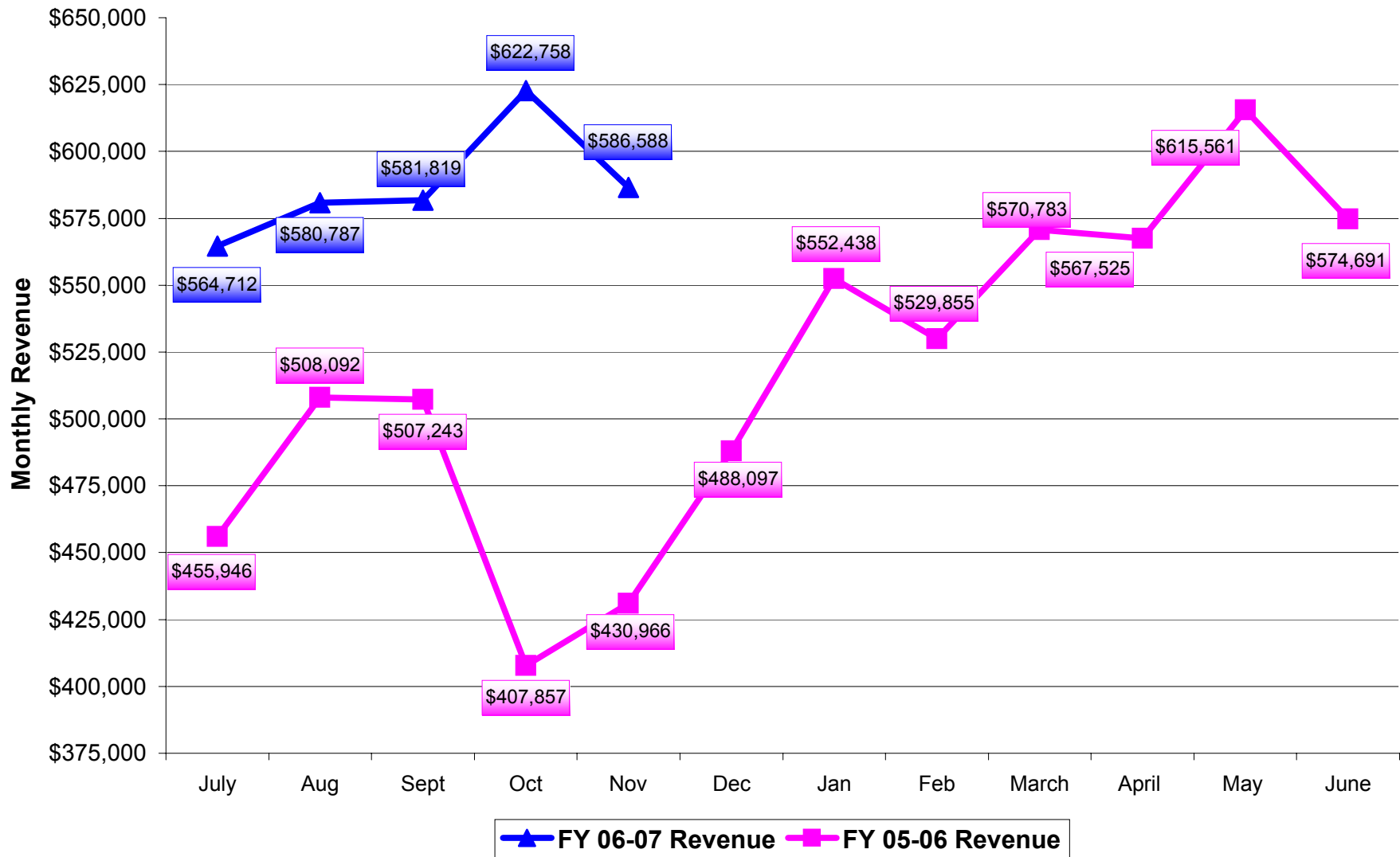


Chart 3 - SFRTA Revenue





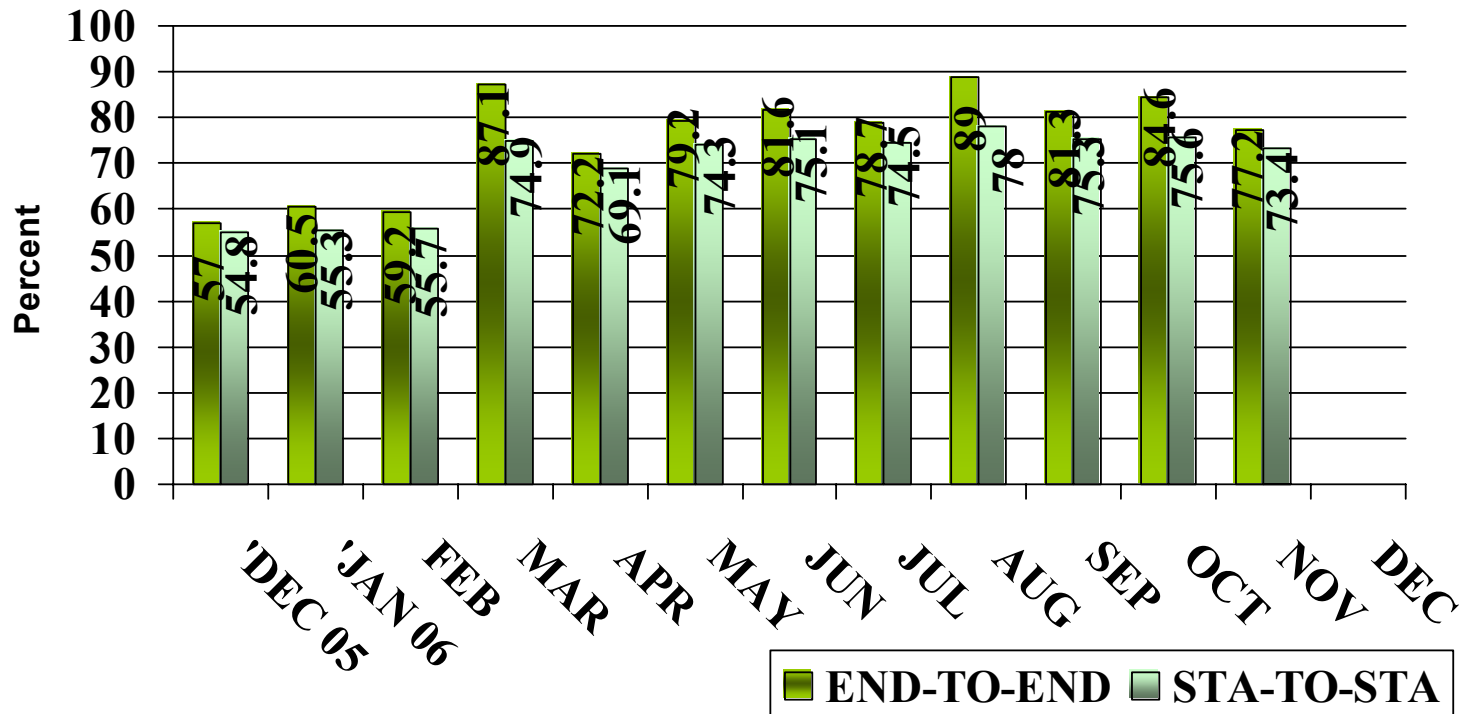
## **NOVEMBER 2006 ON TIME PERFORMANCE**

### **Causal Analysis Summary**

<b>OTP End To End</b>			<b>77.2%</b>
<b>OTP Station To Station</b>			<b>73.4%</b>
	<b>NUMBER OF INCIDENTS</b>	<b>NUMBER OF LATE TRAINS</b>	<b>PERCENT OF TOTAL TRAINS</b>
<b>DELAY CAUSES</b>			
<b>PD/FD Activity</b>	<b>2</b>	<b>6</b>	<b>0.6%</b>
<b>SUB-TOTAL</b>	<b>2</b>	<b>6</b>	<b>0.6%</b>
<b><u>CSX AGREEMENT</u></b>			
<b>CSX FRIEIGHT</b>	<b>6</b>	<b>8</b>	<b>0.8%</b>
<b>LOCAL SWITCHER</b>	<b>10</b>	<b>16</b>	<b>1.6%</b>
<b>JAX DISPATCHER</b>	<b>9</b>	<b>14</b>	<b>1.4%</b>
<b>MOW</b>	<b>18</b>	<b>52</b>	<b>5.3%</b>
<b>SUB-TOTAL</b>	<b>43</b>	<b>90</b>	<b>9.2%</b>
<b><u>OUTSIDE CSX</u></b>			
<b>COMMUNICATIONS</b>	<b>2</b>	<b>6</b>	<b>0.6%</b>
<b>SIGNALS-COMP.</b>	<b>12</b>	<b>18</b>	<b>1.8%</b>
<b>CSX OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>SUB-TOTAL</b>	<b>14</b>	<b>24</b>	<b>2.5%</b>
<b>HTSI MECHANICAL</b>	<b>7</b>	<b>10</b>	<b>1.0%</b>
<b>HTSI TRANSPORTATION</b>	<b>1</b>	<b>1</b>	<b>0.1%</b>
<b>AMTRAK</b>	<b>7</b>	<b>9</b>	<b>0.9%</b>
<b>FEC DELAY</b>	<b>6</b>	<b>9</b>	<b>0.9%</b>
<b>NEW RIVER BRIDGE</b>	<b>3</b>	<b>4</b>	<b>0.4%</b>
<b>WEATHER</b>	<b>1</b>	<b>7</b>	<b>0.7%</b>
<b>ROW FOUL</b>	<b>6</b>	<b>30</b>	<b>3.1%</b>
<b>SFRTA TRANSPORTATION</b>	<b>12</b>	<b>15</b>	<b>1.5%</b>
<b>STATION CONSTRUCTION</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>OTHER</b>	<b>8</b>	<b>11</b>	<b>1.1%</b>
<b>3rd Party</b>	<b>4</b>	<b>4</b>	<b>0.4%</b>
<b>DMU Mechanical</b>	<b>2</b>	<b>2</b>	<b>0.2%</b>
<b>SUB-TOTAL</b>	<b>57</b>	<b>102</b>	<b>10.5%</b>
<b>TRAINS DELAYED</b>		<b>222</b>	<b>22.8%</b>
<b>TRAINS ON TIME</b>		<b>752</b>	<b>77.2%</b>
<b>TOTAL</b>		<b>974</b>	<b>100.0%</b>



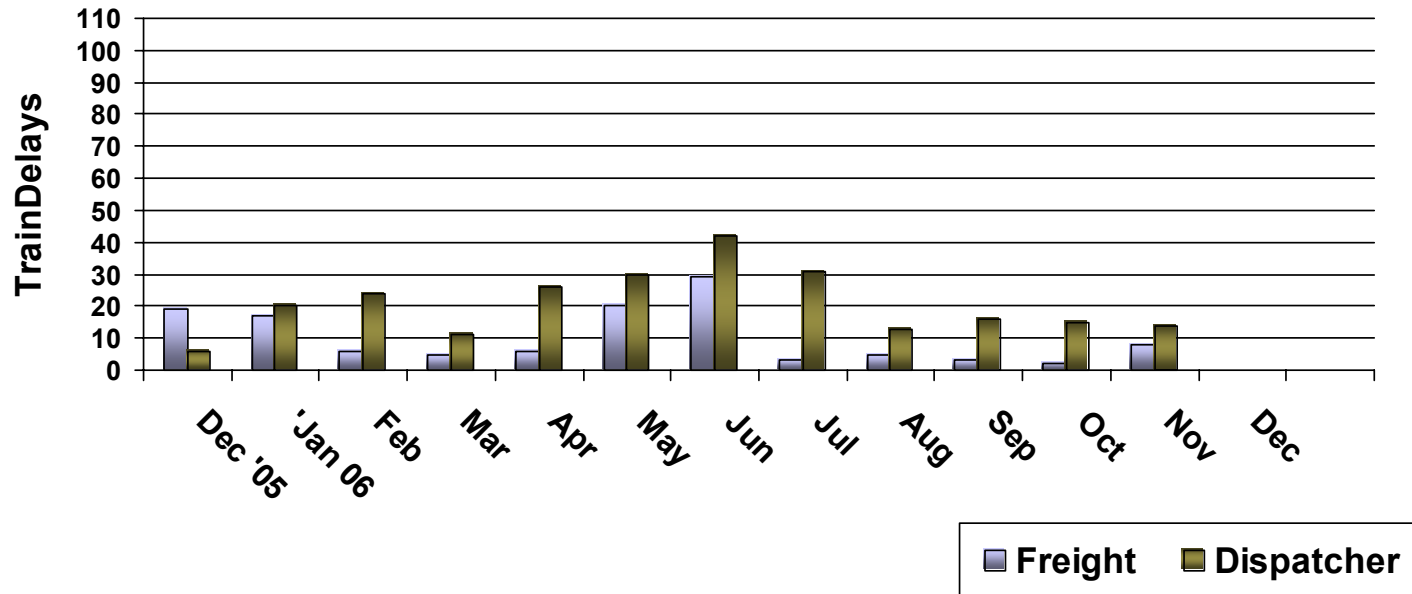
## On-Time Performance Calendar Year 2006





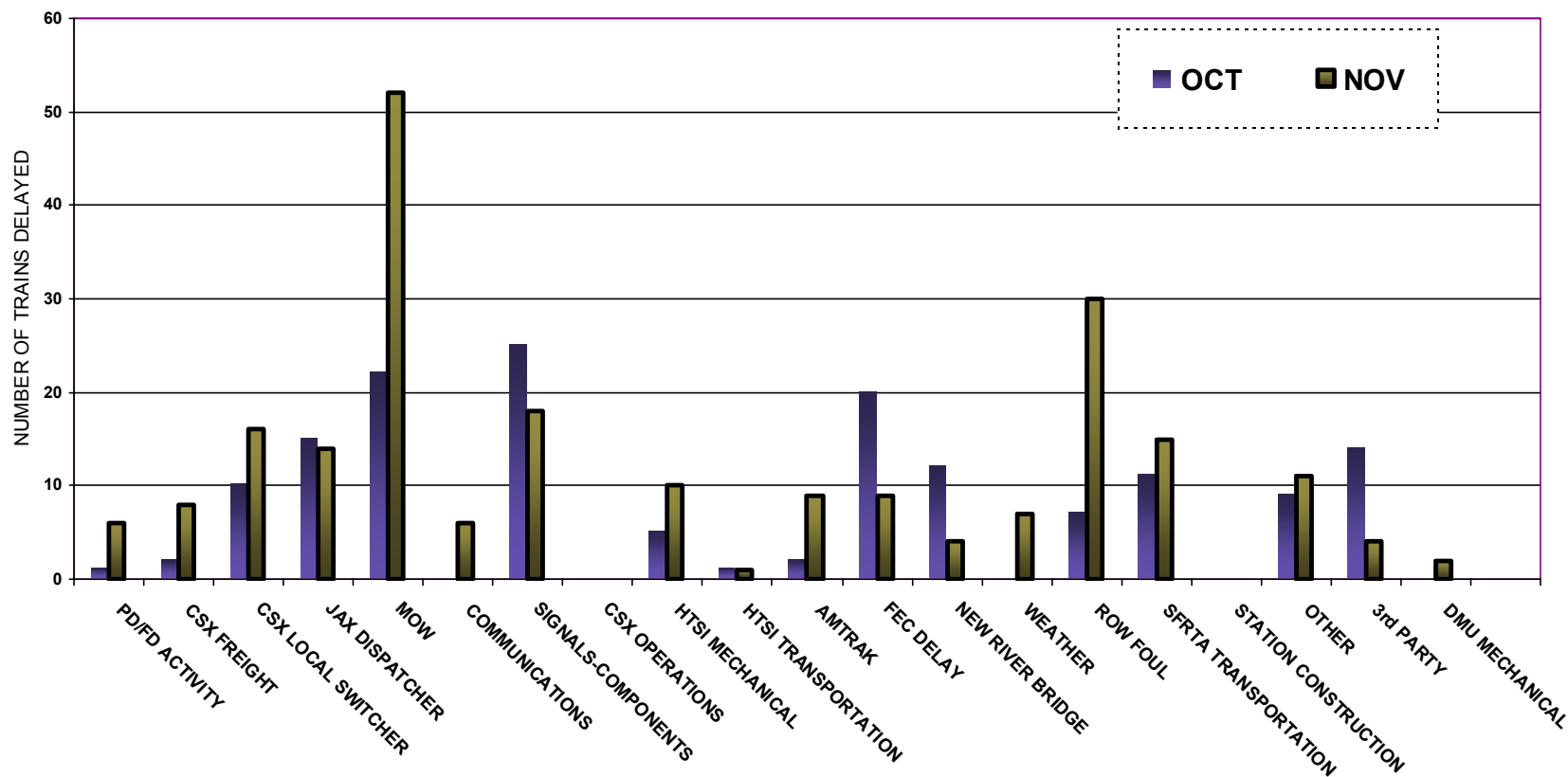


## CSXT JAX Dispatcher & Freight Delays 2006





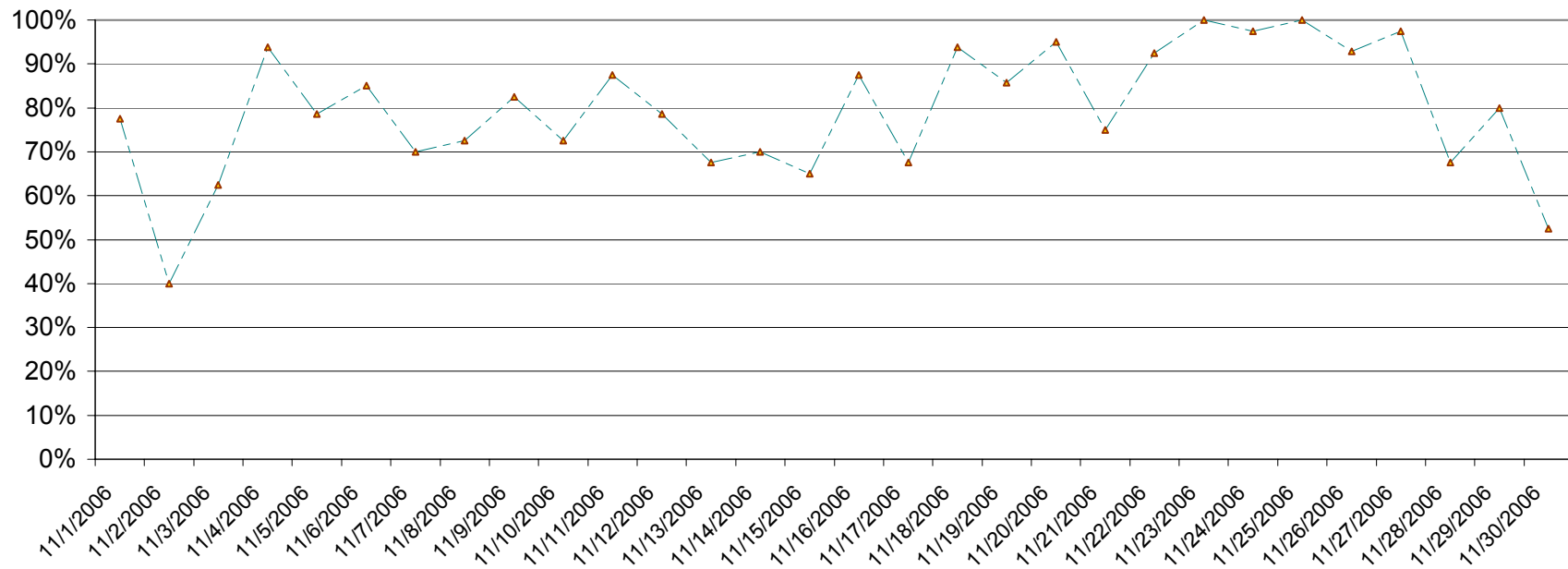
## TRAIN DELAYS 2006



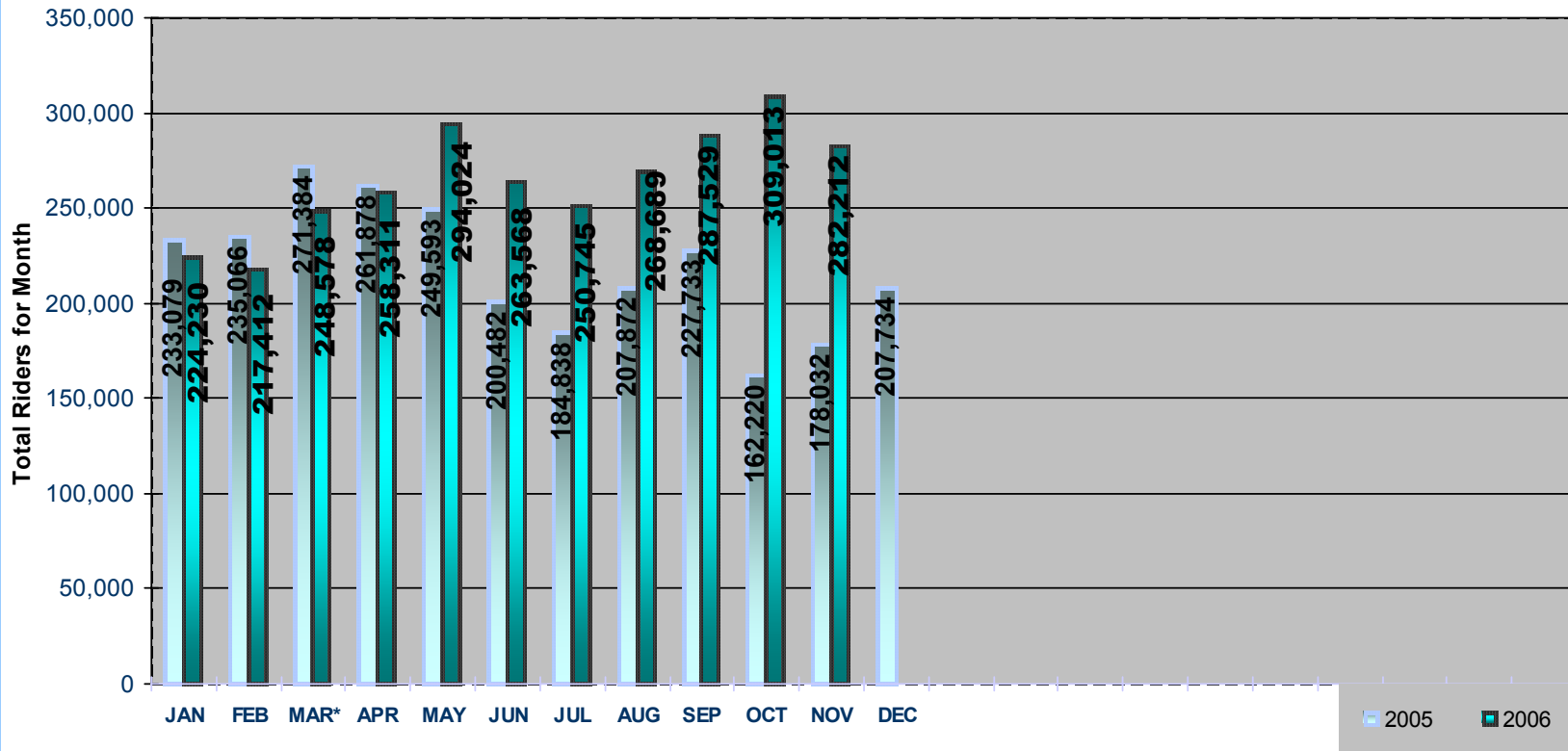
TRI- RAIL  
ON TIME PERFORMANCE  
END TO END ~ 2000



ON TIME PERFORMANCE  
END TO END - NOVEMBER 2006



## SFRTA-Tri-Rail Monthly Ridership 2006



\*March 27<sup>th</sup> 2006 added 10 weekday and 2 weekend trains.

## **AGENDA ITEM D**

### **SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY MARKETING DEPARTMENT MONTHLY SUMMARY FOR NOVEMBER, 2006 GOVERNING BOARD MEETING January 26, 2007**

#### **EMPLOYER DISCOUNT PROGRAM**

- The Employer Discount Program (EDP) added 20 new employers and 111 new employees during the month of November.
- The total number of EDP tickets recorded as sold in November was 1953 and the total revenue generated was \$87,224.

The following companies joined the Employer Discount Program (EDP) in November:

<b>Employer</b>	<b>City</b>	<b>Enroll Date</b>
City of Lighthouse Point	Lighthouse Point	11-07-06
Teva/IVAX	Miami	11-07-06
Bitdefender, L.L.C.	Fort Lauderdale	11-20-06
Boca Developers (E. Hillsboro)	Deerfield Beach	11-20-06
Boca Developers	North Miami	11-20-06
Boca Developers (S. Military)	Deerfield Beach	11-20-06
Valerie L. Davis Bailey State Farm Insurance Agency	Miami	11-20-06
Witters Construction Company	Hialeah	11-20-06
Ice Air Conditioning, Inc.	Mangonia Park	11-20-06
Lockheed Martin	Riviera Beach	11-20-06
Harry D. Polatsek, PA	Fort Lauderdale	11-20-06
International Airport Management, Inc.	Miami	11-21-06
Kelly Services, Inc.	Deerfield Beach	11-28-06
Kelly Services, Inc.	West Palm Beach	11-28-06
Kelly Services, Inc.	Boca Raton	11-28-06
Kelly Services, Inc.	Fort Lauderdale	11-28-06
Kelly Services, Inc.	Plantation	11-28-06
Kelly Services, Inc.	Weston	11-28-06
Covenant Architectural & Construction, L.L.C.	Royal Palm Beach	11-28-06
Golden Palace, Inc.	Miami	11-28-06
Gus Barber Shop, Inc.	Fort Lauderdale	11-28-06
Armand Shutters	West Palm Beach	11-28-06
V.I.P. Tours	Riviera Beach	11-28-06
Staffing Now, Inc.	West Palm Beach	11-28-06
Staffing Now, Inc.	Lake Worth	11-28-06
Cypress Bread Group	Fort Lauderdale	11-28-06
Bra-tech	West Palm Beach	11-30-06

## **EDP SALES MISSIONS**

### **November:**

Sun Capital Partners	Palm Beach Gardens
Amerigroup	Boca Raton
Cypress Bread Company	Ft. Lauderdale
Lockheed Martin	Riviera Beach
Boca Developers	Deerfield Beach
Palm Beach Atlantic University	West Palm Beach
Lynn University	Boca Raton
Mercy Hospital	Miami
Ice Air Conditioning	Mangonia Park
American Airlines	Miami
Action Adjusters	Hialeah
Miami Museum of Science	Miami
Golden Palace	Miami
Radysis	Boca Raton

## **FPTA MEETING**

SFRTA co-hosted the annual Florida Public Transportation Association Annual Meeting and Exhibition with Palm Tran, November 4 through 7. Marketing staffed the host table, created collaterals, escorted special events and the spousal tour, set up vendor area, and provided additional event support as needed. Joe Giulietti was elected Chair of the FPTA at the meeting and marketing received four first place marketing awards.

## **RAIL~VOLUTION**

Marketing continued to work with MDT to solidify plans for the 2007 Rail~Volution Conference, set for Miami Beach beginning October 31, 2007. Staff attended the 2006 conference in Chicago and coordinated and staffed a host table. Marketing, in conjunction with MDT, produced a promotional video and collaterals to promote attendance at the 2007 conference.

## **3 MILLIONTH PASSENGER PROMOTION**

Marketing worked with Majic 102.7 to create a promotion to celebrate the milestone of carrying more than 3,000,000 passengers for the first time in a calendar year. The promotion included a media buy and a scratch-off card distribution to 5,000 passengers. The promotion was scheduled to run in December after the 3,000,000<sup>th</sup> passenger was carried.

## **FDOT**

Marketing Staff members and FDOT representatives concluded the parking lot usage monitoring project at the Pompano Beach Tri-Rail Station.

## **COMMUNITY OUTREACH EVENTS**

### **CHAMBERS OF COMMERCE:**

Participated: Pompano Beach Chamber of Commerce's monthly meeting.

### **STUDENT OUTREACH:**

Marketing staff members participated in outreach events at FAU's Boca Raton campus.

**SFEC/TMA:** Marketing staff members attended the SFEC/TMA Board meeting.

### **DOWNTOWN FT. LAUDERDALE TMA:**

Marketing staff members participated in the November Advisory meeting, Marketing Committee meetings and outreach event during Christmas on Las Olas.

### **FT. LAUDERDALE CLERK OF THE COURTS:**

Marketing staff provided court administration with train and bus schedules and a Tri-Rail poster. Display space will be allocated in the break room and waiting room assigned to prospective jurors called for jury duty. This information will be available to promote the use of train and bus service to the courthouse.

### **GREATER MIAMI CHAMBER OF COMMERCE:**

Marketing staff provided information and collateral distribution during the Chamber of Commerce's Transportation Summit held at Parrot Jungle in Miami.



## **EXECUTIVE SUMMARY BUDGETED INCOME STATEMENT**

**November 2006**

### **Budgeted Income Statement**

#### **Revenue:**

For November 2006, year-to-date (YTD) actual revenue is up \$355,680 or 13% when compared to the FY 2006/07, YTD budgeted revenue. Actual revenue is also up \$775,989 or 33% when compared to the FY 2005/06, YTD actual revenue. This can be attributed to an increase in service as well as ridership. SFRTA is still within budget as actual expenses for the year is \$1,035,880 below budget. (see Expenses below).

#### **Expenses:**

Currently, expenses are \$1,035,880 or 5% below budget. All expenses are well within budget. As of July 1, 2006, the price of fuel was budgeted at \$2.10 per gallon. Currently as of November 1, 2006, the average price of fuel per gallon is \$1.87. Staff will continue to monitor the price of fuel.



**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BUDGETED INCOME STATEMENT**  
**11/01/06 TO 11/30/06**

<b>REVENUE</b>	<b>NOVEMBER 2006 ACTUAL REVENUES</b>	<b>YTD ACTUAL REVENUES</b>	<b>YTD BUDGETED REVENUES</b>	<b>OVER (UNDER) BUDGET</b>	<b>2006-07 ANNUAL BUDGET</b>	<b>BUDGET AVAILABLE</b>
Train Revenue	\$586,348	\$2,936,423	\$2,630,668	\$305,755	\$6,699,974	\$3,763,551
Interest Income / Other Income	42,300	174,925	125,000	49,925	300,000	125,075
Advertising Revenue/Other Revenue	-	-	-	-	-	-
<b>TOTAL TRAIN REVENUE</b>	<b>\$628,648</b>	<b>\$3,111,348</b>	<b>\$2,755,668</b>	<b>\$355,680</b>	<b>\$6,999,974</b>	<b>\$3,888,626</b>
<b>OPERATING ASSISTANCE</b>						
FDOT Operating JPA	705,056	6,280,175	6,757,384	(477,209)	\$12,477,000	6,196,825
FDOT Feeder Service JPA	218,963	536,198	1,109,489	(573,292)	2,662,774	2,126,576
FDOT-DMU Assistance	-	-	137,500	(137,500)	1,100,000	1,100,000
FDOT-Marketing Grant	-	-	-	-	-	-
FHWA	470,037	3,562,880	3,628,877	(65,997)	4,000,000	437,120
FTA Assistance	698,563	2,915,728	2,954,474	(38,746)	7,976,418	5,060,690
Counties Contribution	1,501,861	1,963,972	1,963,972	-	12,477,000	10,513,028
Broward Co. Feeder Service	-	175,521	237,971	(62,451)	606,294	430,773
Other Local Funding	-	-	36,365	(36,365)	100,000	100,000
<b>TOTAL ASSISTANCE</b>	<b>\$3,594,480</b>	<b>\$15,434,474</b>	<b>\$16,826,033</b>	<b>(\$1,391,560)</b>	<b>\$41,399,486</b>	<b>\$25,965,012</b>
<b>TOTAL REVENUE</b>	<b>\$4,223,128</b>	<b>\$18,545,821</b>	<b>\$19,581,701</b>	<b>(\$1,035,880)</b>	<b>\$48,399,460</b>	<b>\$29,853,639</b>
<b>EXPENSES</b>						
Train Operations	2,079,882	10,749,159	10,953,166	204,007	27,628,061	16,878,902
Personnel Services	745,794	3,160,865	3,449,182	288,317	8,522,750	5,361,885
Train Fuel Contract	335,537	1,916,465	2,024,119	107,655	4,603,828	2,687,363
Feeder Service	473,978	1,362,823	1,487,032	124,209	3,694,876	2,332,053
General & Administrative Expenses	295,274	816,926	921,318	104,392	2,157,425	1,340,499
Marketing Expenses	162,548	355,936	428,342	72,406	1,028,020	672,084
Professional Fees	172,917	363,847	460,208	96,361	1,104,500	740,653
Reserve	-	-	208,334	208,334	500,000	500,000
Expenses Transferred to Capital	(42,800)	(180,200)	(350,000)	(169,800)	(840,000)	(659,800)
<b>TOTAL EXPENSES</b>	<b>\$4,223,128</b>	<b>\$18,545,821</b>	<b>\$19,581,701</b>	<b>\$1,035,880</b>	<b>\$48,399,460</b>	<b>\$29,853,639</b>



## **FINANCE & INFORMATION TECHNOLOGY EXECUTIVE SUMMARY**

### **INVOICES OVER \$2,500**

During November 2006, the SFRTA's Accounts Payable division processed 189 invoices totaling \$2,333,141.82 and disbursed 228 checks, excluding payroll, totaling \$10,685,287.50.

Invoices over \$2,500 represent 32.5% (74 checks) of all invoices processed in the month of November, and represent 99.2% of the value (\$10,601,057.89) of all checks processed in November 2006.

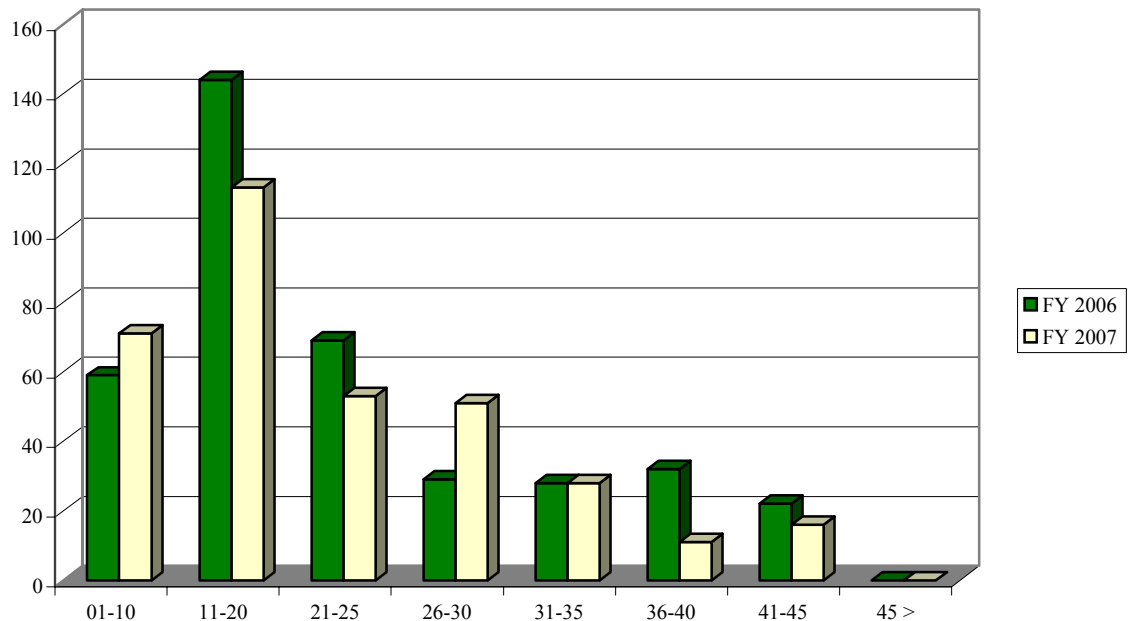
Accounts Payable processed 56.8% (42 checks) of the checks over \$2,500 within the 21-25 days, with 85.1% (63 checks) of the checks over \$2,500 processed within 30 days.

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**PAYMENT CYCLE REPORT - OCTOBER 2006**  
**FOR INVOICES \$2,500 AND OVER**

AGENDA ITEM NO. F

MONTHLY AVERAGE JULY 2006 TO JUNE 2007		MONTHLY AVERAGE JULY 2005 TO JUNE 2006	
INVOICE CYCLE	% OF TOTAL	INVOICE CYCLE	% OF TOTAL
0 -10 Days	20.7%	0 -10 Days	15.4%
11-20 Days	32.9%	11-20 Days	37.6%
21-25 Days	15.5%	21-25 Days	18.0%
26-30 Days	14.9%	26-30 Days	7.6%
31-35 Days	8.2%	31-35 Days	7.3%
36-40 Days	3.2%	36-40 Days	8.4%
41-45 Days	4.7%	41-45 Days	5.7%
Over 45 Days	0.0%	Over 45 Days	0.0%

**AVERAGES FOR 2005 and 2006**



**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JANUARY 26, 2007**  
**INFORMATION ITEM: PAYMENTS OVER \$2,500**  
**NOVEMBER 1 TO NOVEMBER 30, 2006**

RCVD DATE	APPRVD DATE	CHECK DATE	MAILED CHECK	DAYS PROCESS	VENDOR	DESCRIPTION	AMOUNT
<b>OPERATING EXPENSES</b>							
11/1/2006	11/1/2006	11/1/2006	11/1/2006	0	SUNTRUST PAYROLL TAXES	SunTrust Payroll Taxes	55,985.61
11/1/2006	11/1/2006	11/1/2006	11/1/2006	0	DEPT OF FINANCIAL SVCS	Deferred Comp	7,092.86
11/1/2006	11/1/2006	11/1/2006	11/1/2006	0	FLORIDA DEPT OF REVENUE	Unemployment -11/06	9,047.74
11/3/2006	11/3/2006	11/3/2006	11/3/2006	0	STATE OF FLORIDA GROUP	SFRTA Agency Health Insurance -11/2006	4,566.54
10/2/2006	10/16/2006	11/3/2006	11/3/2006	32	SUNTRUST BANKCARD	Purch Card -10/06	5,682.90
11/3/2006	11/3/2006	11/3/2006	11/3/2006	0	UNUM LIFE INSURANCE	SFRTA Agency Life Insurance	3,789.03
11/13/2006	11/17/2006	11/17/2006	11/17/2006	4	DEPT OF FINANCIAL SVCS	Deferred Comp	7,092.86
11/13/2006	11/17/2006	11/17/2006	11/17/2006	4	FLORIDA DIVISION OF RETIREMENT	SFRTA Retirement -11/06	42,454.96
11/13/2006	11/17/2006	11/17/2006	11/17/2006	4	SUNTRUST PAYROLL TAXES	SunTrust Payroll Taxes	57,561.46
11/13/2006	11/17/2006	11/17/2006	11/17/2006	4	STATE OF FLORIDA GROUP	SFRTA Agency Health Insurance -11/2006	55,765.00
10/13/2006	10/27/2006	11/1/2006	11/8/2006	26	BITNER GOODMAN	Mrkt/PR Svcs -11/06	15,928.75
10/10/2006	10/27/2006	11/1/2006	11/8/2006	29	WACKENHUT CORPORATION	Security Officers W/E -10/06	63,865.84
10/16/2006	10/27/2006	11/3/2006	11/8/2006	23	WACKENHUT CORPORATION	Security Officers W/E-10/02-08/06	139,385.02
10/26/2006	11/7/2006	11/3/2006	11/9/2006	14	AON RISK SERVICES INC	D&O Lia Ins -9/30/06-9/30/07	36,999.00
10/23/2006	10/31/2006	11/3/2006	11/6/2006	14	BV OIL COMPANY	Fuel Exp -10/01-11/06	155,779.72
10/20/2006	10/31/2006	11/3/2006	11/9/2006	20	LIMOUSINES OF SOUTH FLORIDA	Feeder Svc -10/01-15/06	72,630.00
10/26/2006	10/30/2006	11/3/2006	11/9/2006	14	SUNLURE, INC	Off Supp -10/06	4,790.12
10/30/2006	10/30/2006	11/8/2006	11/15/2006	16	FLORIDA POWER & LIGHT	Station Utilities -10/06	7,265.40
11/5/2006	11/8/2006	11/8/2006	11/15/2006	10	PALMTRAN	PB Feeder Svcs -07-08/06	166,666.68
10/30/2006	10/30/2006	11/8/2006	11/15/2006	16	WACKENHUT CORPORATION	Wackenhut W/E -10/22/06	61,963.92
11/2/2006	11/8/2006	11/9/2006	11/15/2006	13	CSX TRANSPORTATION	Dispatcher Exp -07/14-10/17/06	27,126.06
11/2/2006	11/8/2006	11/9/2006	11/15/2006	13	DOWNTOWN FT. LAUDERDALE	TMA Feeder Svcs -06-09/06	10,640.25
11/8/2006	11/8/2006	11/17/2006	11/28/2006	20	BELLSOUTH	Reg Summ Bill -11/06	28,064.12
11/6/2006	11/6/2006	11/17/2006	11/28/2006	22	FLORIDA POWER & LIGHT	Station Utilities -10/06	3,988.21
11/13/2006	11/13/2006	11/17/2006	11/28/2006	15	FLORIDA POWER & LIGHT	Station Utilities -10/06	9,966.82
10/31/2006	11/16/2006	11/17/2006	11/28/2006	28	THE HARTFORD	Fleet Svcs -10/26-10/27/06	46,614.00
11/15/2006	11/15/2006	11/17/2006	11/28/2006	13	PROLOGIS TRUST	Admin Rent Off -12/06	49,551.99
11/7/2006	11/15/2006	11/17/2006	11/28/2006	21	RESPECT OF FLORIDA	Admin Janitor Svcs -10/06	3,531.90
11/7/2006	11/16/2006	11/17/2006	11/28/2006	21	WACKENHUT CORPORATION	Wackenhut W/E -10/29/06	122,697.93
11/2/2006	11/12/2006	11/20/2006	11/21/2006	19	HERZOG TRANSIT SERVICE	Base Comp -09/16-30/06	643,316.00
11/1/2006	11/16/2006	11/21/2006	11/28/2006	27	HERZOG TRANSIT SERVICE	Station Maint -09/06	66,047.82

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING: JANUARY 26, 2007  
INFORMATION ITEM: PAYMENTS OVER \$2,500  
NOVEMBER 1 TO NOVEMBER 30, 2006**

RCVD DATE	APPRVD DATE	CHECK DATE	MAILED CHECK	DAYS PROCESS	VENDOR	DESCRIPTION	AMOUNT
10/15/2006	10/31/2006	11/21/2006	11/28/2006	44	MERIDIAN MANAGEMENT CORP	Station Maint -09/01-30/06	97,550.93
11/1/2006	11/8/2006	11/21/2006	11/28/2006	27	HERZOG TRANSIT SERVICE	Base Comp -10/01-15/06	643,316.00
11/15/2006	11/16/2006	11/21/2006	11/28/2006	13	AON RISK SERVICES INC	Excess Liab Ins -11/05-06-11/05/07	12,851.00
11/17/2006	11/17/2006	11/21/2006	11/28/2006	11	FLORIDA POWER & LIGHT	Station Utilities -10/06	14,054.39
11/7/2006	11/21/2006	11/27/2006	12/5/2006	28	PRINTING CORPORTATION	Mrkt Supp -11/03	15,950.00
11/7/2006	11/22/2006	11/29/2006	12/5/2006	28	BV OIL COMPANY	Train Fuel -10/13-30/06	197,363.83
11/15/2006	11/15/2006	11/29/2006	12/5/2006	20	FLORIDA POWER & LIGHT	Station Utilities -11/06	3,565.63
11/14/2006	11/22/2006	11/29/2006	12/5/2006	21	HERZOG TRANSIT SERVICE	DMU Maint -10/31/06	56,774.58
11/7/2006	11/22/2006	11/29/2006	12/5/2006	28	HERZOG TRANSIT SERVICE	Base Comp Svcs -10/16-31/06	641,293.50
11/7/2006	11/22/2006	11/29/2006	12/5/2006	28	LIMOUSINES OF SOUTH FLORIDA	Feeder Svcs -10/16-31/06	81,270.00
11/29/2006	11/29/2006	11/29/2006	12/5/2006	6	MANSFIELD OIL COMPANY	Fuel Exp -10/16-31/06	4,822.67
11/13/2006	11/22/2006	11/29/2006	12/5/2006	22	PALMTRAN	PB Feeder Svcs -11/06	55,751.56
11/7/2006	11/21/2006	11/29/2006	12/5/2006	28	PRINTING CORPORTATION	Mrkt Supp -11/06	3,920.00
11/7/2006	11/22/2006	11/29/2006	12/5/2006	28	S FL EDUCATION CENTER	SFEC Feeder Svc -10/06	8,219.86
11/15/2006	11/22/2006	11/29/2006	12/5/2006	20	WACKENHUT CORPORATION	Wackenhut W/E -11/05/06	79,262.35
11/7/2006	11/22/2006	11/29/2006	12/5/2006	28	HERZOG TRANSIT SERVICE	DMU Oper Svcs -10/06	5,250.00
				47			3,907,074.81

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTORS MEETING: JANUARY 26, 2007**  
**INFORMATION ITEM: PAYMENTS OVER \$2,500**  
**NOVEMBER 1 TO NOVEMBER 30, 2006**

RCVD DATE	APPRVD DATE	CHECK DATE	MAILED CHECK	DAYS PROCESS	VENDOR	DESCRIPTION	AMOUNT
<b>CAPITAL EXPENDITURES</b>							
10/5/2006	10/5/2006	11/1/2006	11/2/2006	28	WASHINGTON GROUP INTL	NRB -09/06	1,397,237.18
10/18/2006	10/27/2006	11/17/2006	11/20/2006	33	MID AMERICA CAR INC	Loco Overhaul GP49 -08/11-09/22/06	265,080.50
10/13/2006	10/24/2006	11/8/2006	11/20/2006	38	COLORADO RAILCAR MAN	DMU Mobile Svcs -09/06	200,000.00
10/23/2006	11/8/2006	11/18/2006	11/20/2006	28	COLORADO RAILCAR MAN	DMU Mobil Svcs -09/06	25,000.00
10/23/2006	11/8/2006	11/18/2006	11/20/2006	28	COLORADO RAILCAR MAN	DMU Mobil Svcs -10/06	25,000.00
10/23/2006	10/23/2006	11/3/2006	11/9/2006	17	DMJM HARRIS	Seg 5 Mat -09/06	132,457.81
10/5/2006	10/27/2006	11/1/2006	11/8/2006	34	CARTER AND BURGESS INC	Transit Dev -11/01/05-01/31/06	15,048.00
10/16/2006	10/27/2006	11/1/2006	11/8/2006	23	HDR ENGINEERING INC	Holland PK Mit Svcs -09/06	21,387.69
10/10/2006	10/27/2006	11/1/2006	11/8/2006	29	WABCO TRANSIT DIVISION	Oper Supp -10/06	84,750.00
10/20/2006	11/2/2006	11/3/2006	11/9/2006	20	CARTER AND BURGESS INC	SRTP Consult Svc -08/26-09/29/06	16,388.82
10/18/2006	10/18/2006	11/8/2006	11/15/2006	28	HDR ENGINEERING INC	O&M RFP Consult Svcs -5/22-9/30/06	58,007.10
10/18/2006	10/13/2006	11/8/2006	11/15/2006	28	KIMLEY HORN AND ASSOCIATES	Gen Plan Consult Svcs -12/31/05	7,091.04
10/24/2006	10/24/2006	11/8/2006	11/15/2006	22	MERIDIAN MANAGEMENT	Station Maint -09/20/06	8,855.51
10/3/2006	10/20/2006	11/8/2006	11/15/2006	43	WABCO TRANSIT DIVISION	Oper Supp -09/06	152,550.00
11/2/2006	11/6/2006	11/8/2006	11/13/2006	11	TRI COUNTY RAIL CONSTRUCTORS	Seg 5 Mat -08-09/05	3,863,393.70
10/30/2006	11/8/2006	11/9/2006	11/15/2006	16	WABCO TRANSIT DIVISION	Ops Equip -10/25/06	152,550.00
10/9/2006	11/2/2006	11/17/2006	11/22/2006	44	CHARLAND RUREY CONSTRUCTION	GG Exp -08/31/06	53,908.46
10/30/2006	11/14/2006	11/17/2006	11/28/2006	29	KIMLEY HORN AND ASSOCIATES	Mia Urban Consult Svcs -09/2006	26,103.60
11/2/2006	11/14/2006	11/17/2006	11/28/2006	26	PARSONS BRINCKERHOFF	PB Trans Consult Svcs -07/21-09/29/06	15,481.92
11/15/2006	11/15/2006	11/20/2006	11/28/2006	13	COPANS ROAD ASSOCIATE	DMJM Off Rent -12/06	8,265.33
11/8/2006	11/8/2006	11/20/2006	11/28/2006	20	CSX TRANSPORTATION	NRB -2/16-4/16/04	22,972.00
10/9/2006	10/17/2006	11/20/2006	11/21/2006	43	HERZOG TRANSIT SERVICE	HIA Yrd Improvement -09/30/06	44,569.80
10/25/2006	11/14/2006	11/20/2006	11/28/2006	34	KIMLEY HORN AND ASSOCIATES	Fund Distribution -05/03-31/06	6,926.67
10/21/2006	10/24/2006	11/21/2006	11/21/2006	31	HERZOG TRANSIT SERVICE	Hurricane Yard Repairs -09/30/06	12,291.06
10/3/2006	10/12/2006	11/21/2006	11/8/2006	36	MERIDIAN MANAGEMENT	Station Maint -07/05/06	4,706.90
11/14/2006	11/22/2006	11/29/2006	12/5/2006	21	HERZOG TRANSIT SERVICE	Hurrican Yard Repairs -10/31/06	25,661.04
11/8/2006	11/22/2006	11/29/2006	12/5/2006	27	HERZOG TRANSIT SERVICE	HIA Yrd Improvement -09/30/06	48,298.95
				<b>27</b>	<b>TOTAL CAPITAL EXPENDITURES</b>		<b>\$ 6,693,983.08</b>
		<b>Item Total</b>		<b>74</b>	<b>TOTAL OPERATING EXPENSES AND CAPITAL EXPENDITURES</b>		<b>\$ 10,601,057.89</b>

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING: JANUARY 26, 2007  
INFORMATION ITEM:  
SUMMARY OF PAYMENTS OVER \$2,500  
NOVEMBER 1, 2006 TO NOVEMBER 30, 2006**

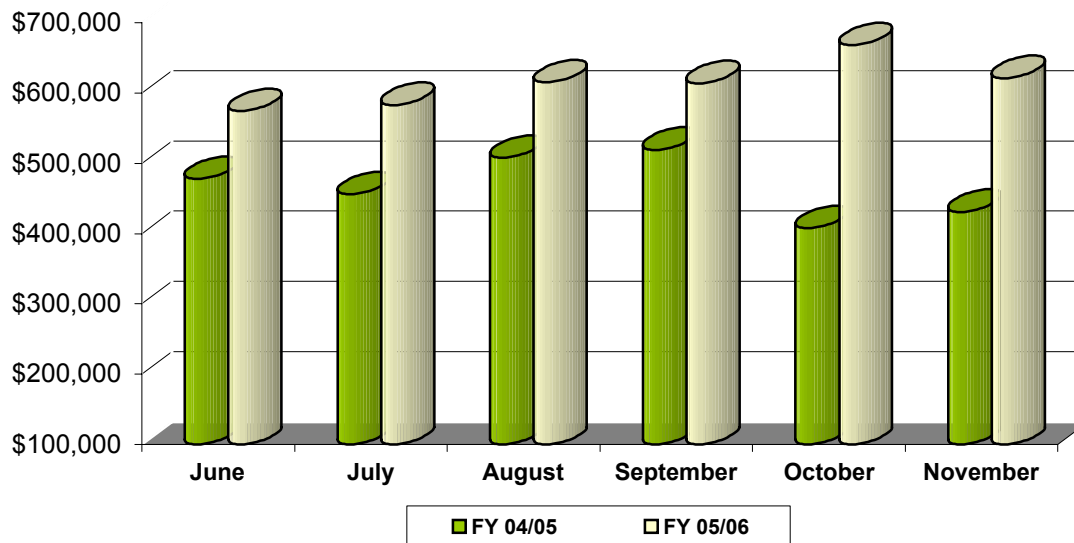
<b>INVOICE CYCLE</b>	<b>NO. INVOICES</b>	<b>PERCENT OF TOTAL</b>	<b>ACCUM %</b>
<b>0-10 days</b>	<b>11</b>	<b>14.5%</b>	<b>14.5%</b>
<b>11-20 days</b>	<b>23</b>	<b>30.3%</b>	<b>44.7%</b>
<b>21-25 days</b>	<b>9</b>	<b>11.8%</b>	<b>56.6%</b>
<b>26-30 days</b>	<b>21</b>	<b>27.6%</b>	<b>84.2%</b>
<b>31-35 days</b>	<b>6</b>	<b>7.9%</b>	<b>92.1%</b>
<b>36-40 days</b>	<b>2</b>	<b>2.6%</b>	<b>94.7%</b>
<b>41-45 days</b>	<b>4</b>	<b>5.3%</b>	<b>100.0%</b>
<b>Over 45 days</b>	<b>0</b>	<b>0.0%</b>	<b>100.0%</b>
<b>TOTAL INVOICES</b>	<b>76</b>	<b>100.0%</b>	

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
REVENUE REPORT- NOVEMBER 2006**

**REVENUE - NOVEMBER 2006**

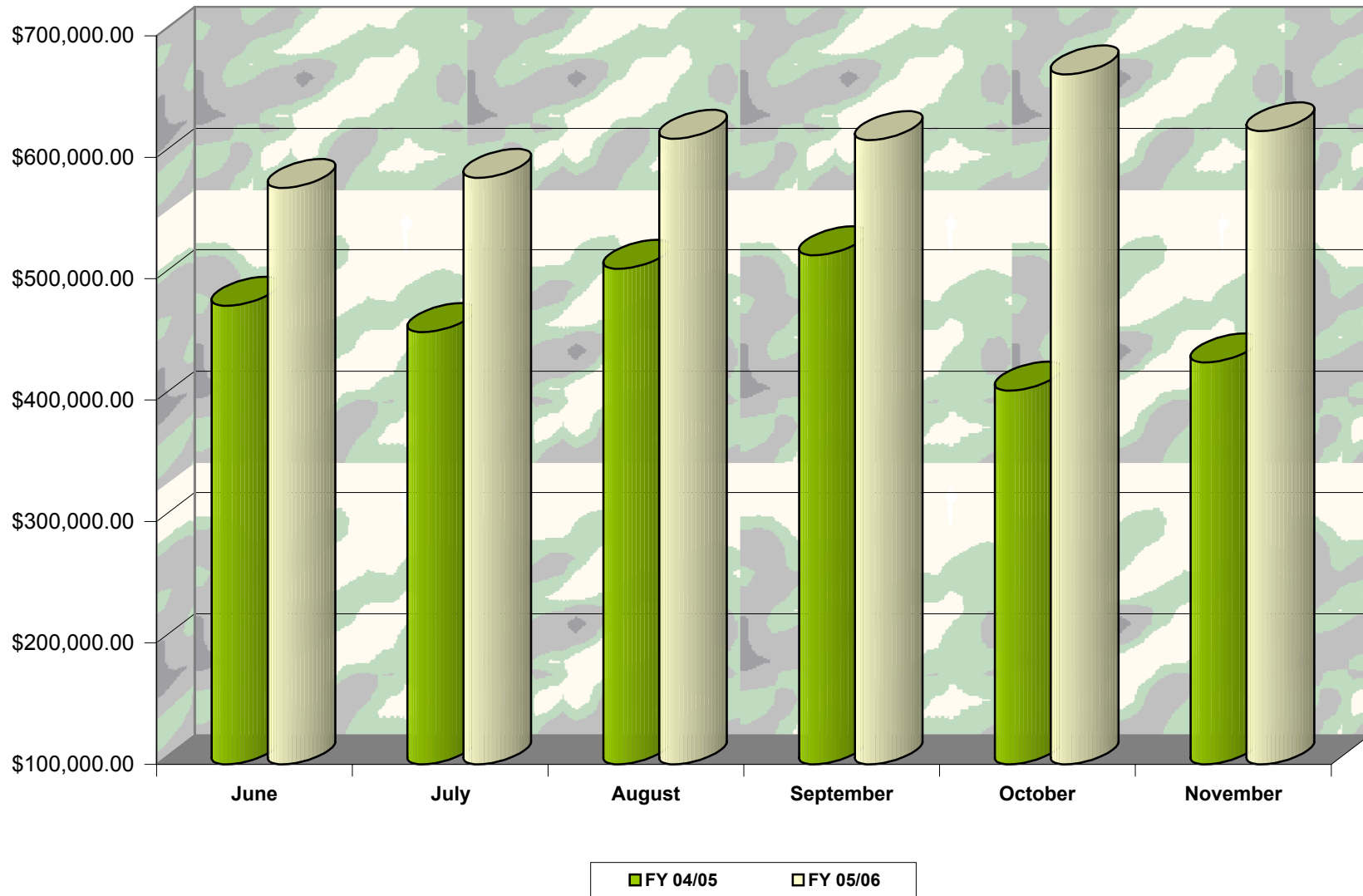
DESCRIPTION	Nov-05	Nov-06	VARIANCE	%
Weekday Sales	369,468	506,238	136,770	37.0%
Weekend Sales	56,000	80,350	24,350	43.5%
Other Income	5,498	34,919	29,421	535.1%
Total Revenue	430,966	621,507	190,541	44.2%

**Revenue Monthly Trends  
FY 04/05 and FY 05/06**





**Annual Trends  
FY 04/05 and FY 05/06**



**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
REVENUE REPORT- NOVEMBER 2006**

SALES BY TICKET TYPE	NOVEMBER 2005	NOVEMBER 2006	PERCENT CHANGE <sup>(1)</sup>
Palm Beach Schools	56,000	40,080	(0.28)
Employer Disc. Program	73,340	87,224	0.19
Group Tour Sales	40	40	0%
<b>Station Sales:</b>			
One-Way	118,469	198,038	67.2%
Roundtrip	62,188	104,680	68.3%
12 Trips	18,746	24,956	33.1%
Monthly	29,700	34,080	14.7%
One-Way Discount	27,522	44,988	63.5%
Roundtrip Discount	18,503	28,224	52.5%
Monthly Discount	20,960	24,279	15.8%
<b>Total Station Sales</b>	296,088	459,244	55.1%
<b>Total Sales</b>	425,468	586,588	37.9%

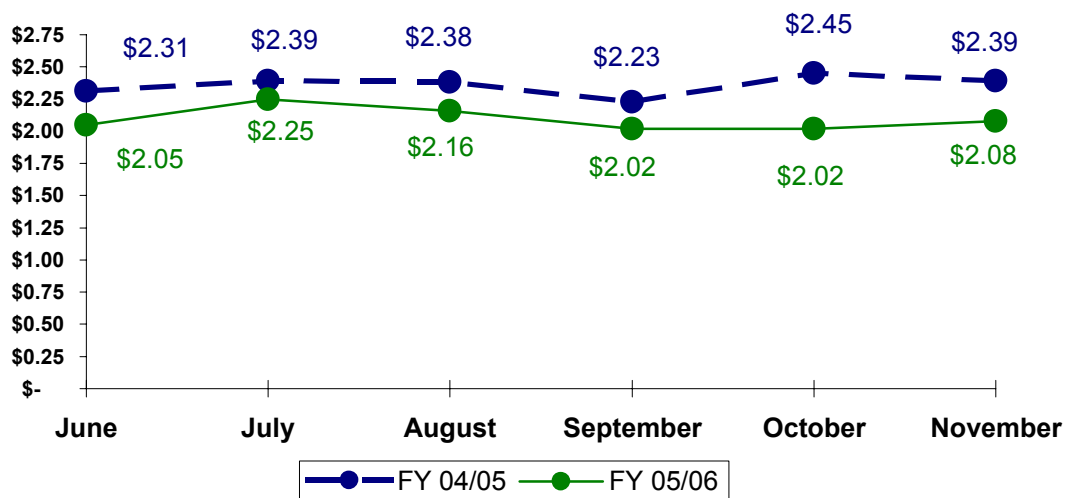
(1) Percent increase or decrease from previous year

**AVERAGE FARE**

2.39

2.08

**Average Fares  
FY 04/05 and FY 05/06**



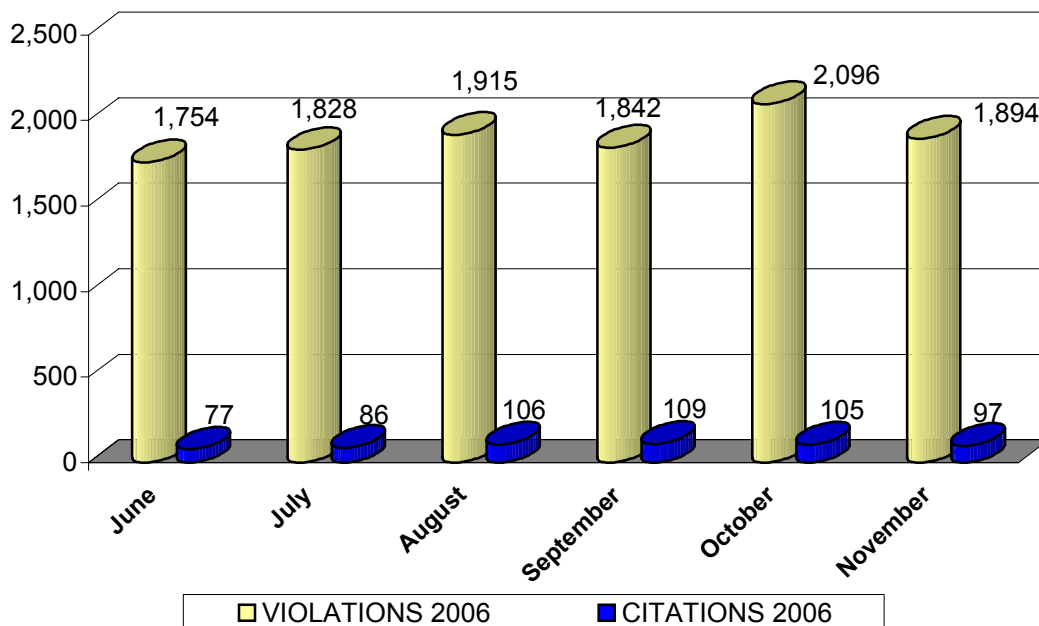
**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY  
FARE EVASION REPORT  
JUNE 2006 TO NOVEMBER 2006**

MONTH	TOTAL INSPECTED	TOTAL VIOLATIONS	# OF CITATIONS	# OF WARNINGS	% RIDERS INSPECTED
JUNE 2006	188,847	1,754	77	1,675	72%
JULY 2006	178,368	1,828	86	1,738	71%
AUGUST 2006	197,985	1,915	106	1,802	74%
SEPTEMBER 2006	212,380	1,842	109	1,729	74%
OCTOBER 2006	232,544	2,096	105	1,986	75%
NOVEMBER 2006	219,411	1,894	97	1,794	78%
AVERAGE	204,923	1,888	97	1,787	74%

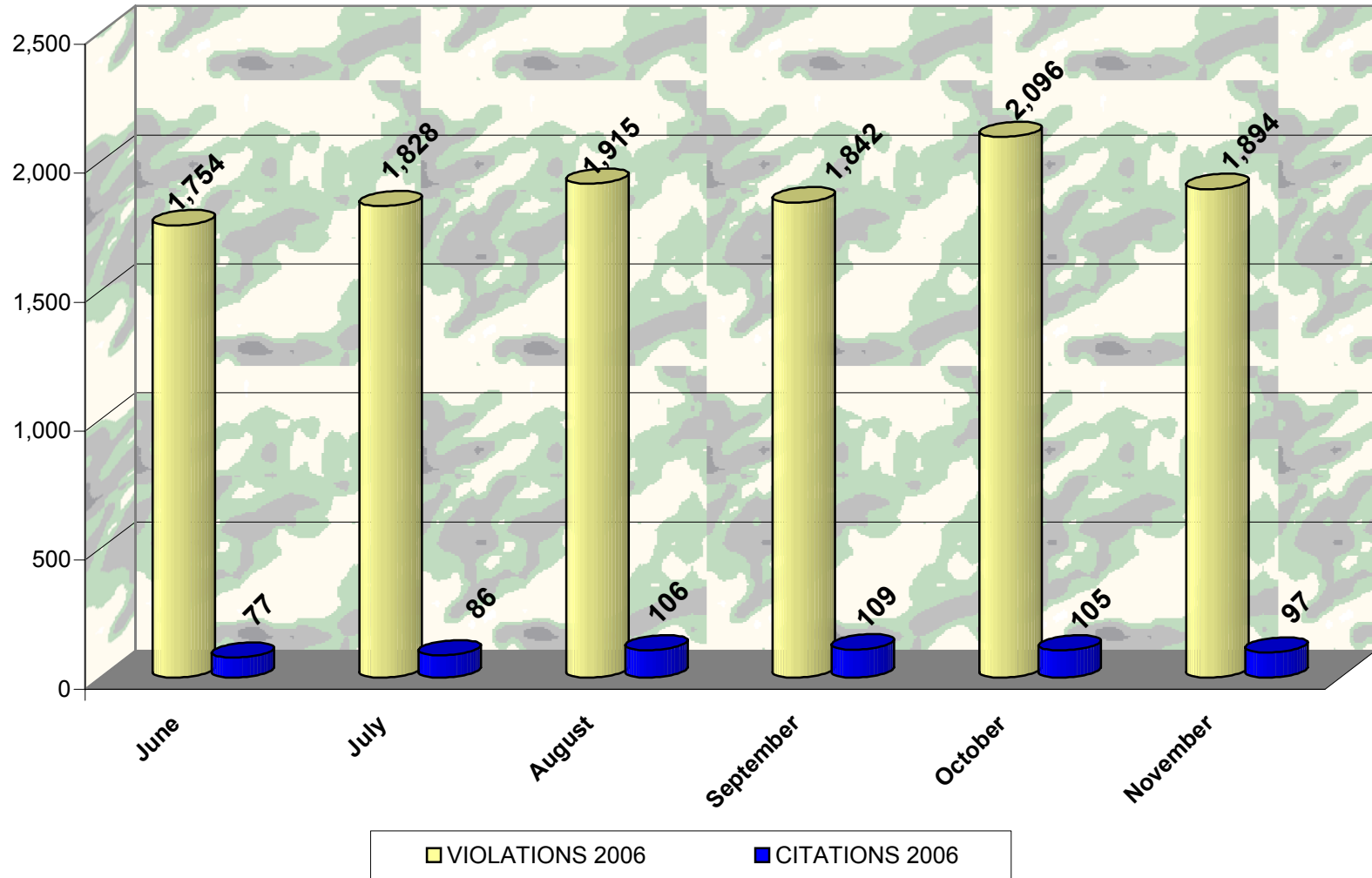
**FARE EVASION %**                      **0.86%**

**FINES**    \$    **4,189**

**Fare Violations  
2006**



# Fare Violations 2006





## Solicitation Status Report November 2006

AGENDA ITEM: H

Solicitation Number	Solicitation Type	Description of Services	Estimated Budget	Advertise Date	Document Available	Pre-Submittal Conference	Due Date Bids/Proposals	Award Contract
05-722	RFP	Universal Automated Fare Collection System (UAFCS)  Contract Admin.: B. Guida Proj. Mgr.: R. Matthews	TBD	31-Mar-06	25-Apr-06	25-Apr-06	08-Dec-06	Anticipated Winter 2006
06-101	*RFP	Dispatch Services  Contract Admin.: R. Becker Proj. Mgr.: B. Barkman	TBD	6-Oct-06	23-Oct-06	1-Nov-06	05-Jan-07	Jan-2007
06-848	*RFP	Maintenance of Way (MOW) Services  Contract Admin.: R. Becker Proj. Mgr.: D. Mazza	TBD	6-Oct-06 Fall 2006	30-Oct-06	14-Nov-06	12-Jan-07	Feb-2007
06-112	*RFP	Commuter Rail Operations for SFRTA's Commuter Rail System  Contract Admin.: R. Becker Proj. Mgr.: E. Byers	TBD	02-Oct-06	09-Oct-06	18-Oct-06	04-Jan-07	Jan-2007
06-113	*RFP	Commuter Rail Fleet Maintenance for SFRTA's Commuter Rail System  Contract Admin.: R. Becker Proj. Mgr.: E. Byers	TBD	02-Oct-06	09-Oct-06	19-Oct-06	19-Jan-07	Feb-2007
06-621	RFP	Federal Legal Legislative Consultant Services  Contract Admin.: B. Kohlberg Proj. Mgr.: C. Clark	TBD	15-Oct-06	16-Oct-06	31-Oct-06	30-Nov-06	TBD
06-853	ITB	New River Bridge Blocking Control System  Contract Admin.: R. Becker Proj. Mgr.: M. Zeitz	TBD	08-Dec-06	11-Dec-06	N/A	28-Dec-06	Jan-2007



**Contract Actions Executed  
Under The Executive Director's Authority  
For The Month of November 2006**

**AGENDA ITEM NO: I**

Date Signed	Contract /Purchase Order No.	Contract Action	Amount \$	Term
<b>30-Nov-06</b> Contractor Project Justification	<b>P.O. No. 07-000249</b>  <b>Contract Connection</b> <b>Boca Raton Station</b> Ten (10) 6' steel benches for Boca Raton bus shelters.	Purchase Order	18,650.62	N/A

**Contract Actions Executed  
Under The  
Construction Oversight Committee's Authority  
For The Month of November 2006**

**AGENDA ITEM: J**

<b>Date Signed</b>	<b>Contract No.</b>	<b>Contract Action</b>	<b>Amount \$</b>	<b>Term</b>
<b>21-Nov-06</b> Contractor Project  Justification	<b>N/A</b>  <b>Florida Power and Light Transmission Line</b>  The Acknowledgement to the Easement granted by the City of West Palm Beach to Florida Power and Light for a transmission line over Parcel 126. There is no cost to SFRTA for this Acknowledgement of Easement.	Easement	0.00	N/A
<b>21-Nov-06</b> Contractor Project  Justification	<b>N/A</b>  <b>Florida Department of Transportation New River Bridge</b>  Florida Department of Transportation Supplemental Joint Participation Agreement to increase FDOT participation to assist the SFRTA in the purchase, construction, installation, and engineering of a blocking system and control center for the managing, directing, and controlling of all railroad operations over the New River Bridge corridor.	Supplemental JPA NO. 23	120,000.00	N/A